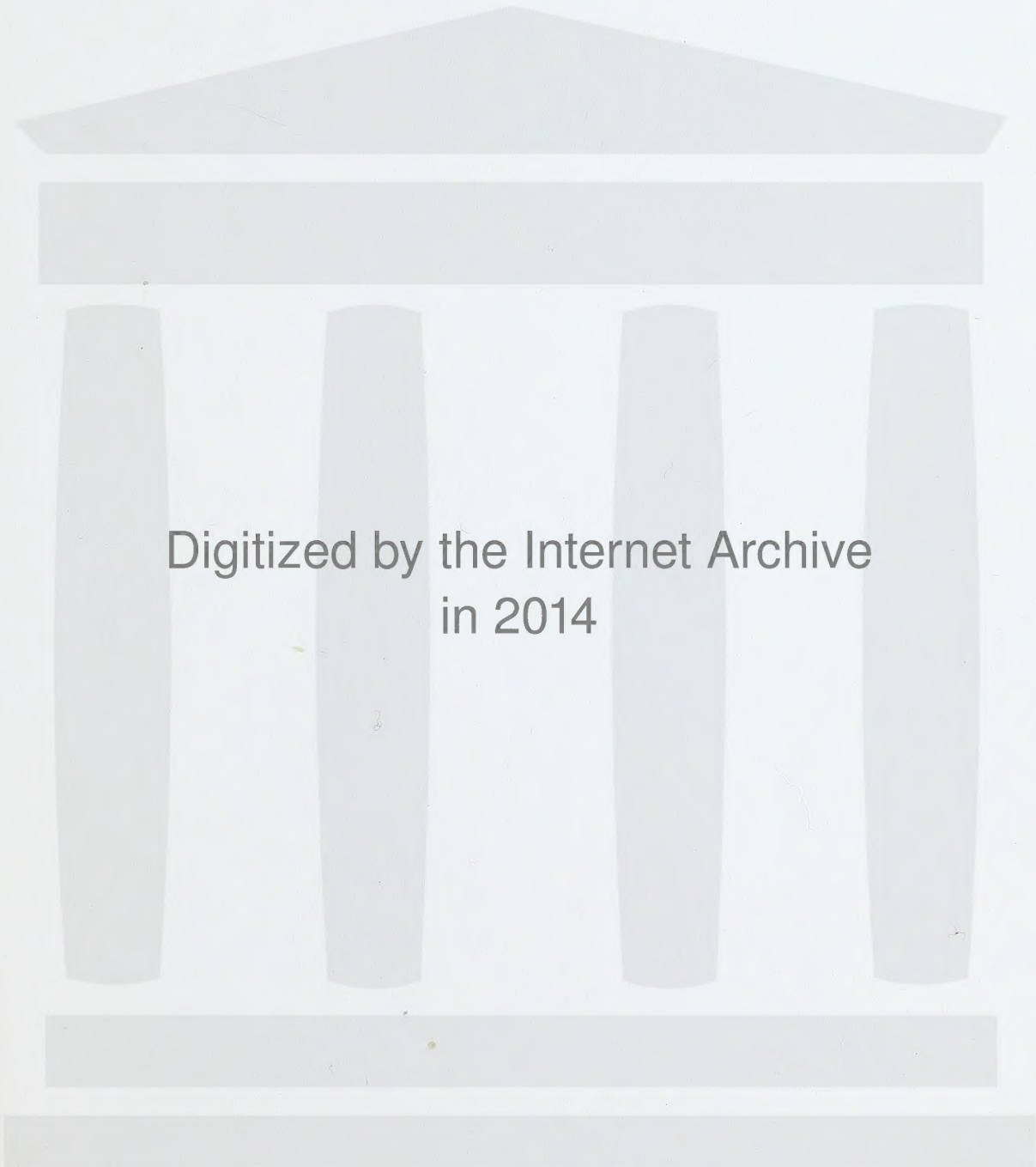
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S. L. A. ARCHIVES

San Francisco Bay Region Chapter Bulletin • Special Libraries Assn.



Vol. ~~26~~ 27 No. I September, 1956

SEPTEMBER MEETING

WHAT	A tour of the East Asiatic Library. Dr. Elizabeth Huff, Librarian and lecturer of Oriental languages, U. C., will show us the Library and tell about her recent trip to Korea during which she visited many Korean libraries.
WHEN	7:30 p.m. Thursday, September 27, 1956.
WHERE	The East Asiatic Library, University of California campus in Berkeley. The Library is in the old Boalt Hall, a block straight ahead as one enters the campus at Sather Gate.
DINNER	6:15 sharp, at the Men's Faculty Club on campus. (This is on the edge of Faculty Glade and can be approached from various directions; by going southeast from the Campanile; west from Cowell Hospital; or eastward from Sather Gate up past Stephens Union).
PRICE	$2.10 (prime ribs!) includes tax and tip.
RESERVATIONS	Make reservations by 12:00 noon, Monday, September 24th.
	San Francisco — Library, Standard Oil Company SUtter 1-7700, Ext. 2945
	East Bay — Library Dept., Safeway Stores, Inc. TEmplebar 2-5830, Ext. 34
HOW TO GET THERE	From San Francisco take the F train, get a transfer, get off at the Bancroft stop, catch the 50, 51 or 52 bus on the SE corner of Durant and Shattuck going up the hill, get off at Telegraph and walk north on Telegraph to the campus. (Durant is the street south of Bancroft and the train stops between the two).
SOCIAL	Some are gathering at the Berkeley Square on University before dinner.

FALL 1956 DUPLICATE EXCHANGE

Our local duplicate exchange project is now over fifteen years old, and is rapidly outgrowing the procedures originally set up for it. It is no longer feasible to compile all the lists submitted, within a reasonable length of time, into a single volume. Recognizing that time is a very important factor to most libraries, storage space being the problem it is, the Committee has decided to try the system used successfully by the Petroleum Section in recent years. It is hoped that the resulting saving of time between presentation of individual lists and receipt of the complete collection of lists will more than compensate for the extra work required of the cooperating libraries.

Under the new plan, each participating library sends to the Committee enough copies of its list to permit a package containing all the lists to be sent to each participant, and also to other libraries requesting a set.

To carry out this plan the Committee will need sixty copies of each list. For convenience in packaging, they should be on 8 1/2" x 11" sheets. If, for some reason, any library finds it impossible to supply multiple copies of its list, the chairman (OL 3-2100, ext. 621) will be glad to help solve the problem.

Deadline for contributions is October 15th. Want lists need not be accompanied by duplicate lists. Note should be made of how long material will be kept before discard.

Distribution of sets of lists will include all contributors, and any other libraries or individuals who request sets by filling out and returning the attached blank by October 15th.

Eugenia Ironside, Chairman
Duplicate Exchange Committee

Miss Eugenia Ironside,
Shell Development Company,
Emeryville, California

Please send a set of the Fall, 1956, duplicate exchange lists to the following address:

_____

_____

_____

_____

****

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Bulletin Editor: Mary Jane Hawkinson, Industrial Indemnity Company Library
155 Sansome Street, San Francisco 4, YUkon 6-4466, Ext. 238

Advertising Chairman: Anne Kelly, Bethlehem Pacific Coast Steel Corp. Library
20th & Illinois Sts., San Francisco 19, MArket 1-3200

OCTOBER MEETING

The October meeting will be the annual joint North-South SLA meeting in San Diego. Plans are tentative, but it is presently scheduled for Saturday, November 3rd. It will be held at the U. S. Grant Hotel in San Diego. We hope to visit a library in the morning followed by a luncheon and speakers.

NOVEMBER MEETING-METHODS MEETING

The November meeting is scheduled for November 14th. Mrs. Dorothy Cunningham of Dorothy Cunningham & Associates, will suggest methods for determining quality and design of library shelving and furniture. She will also discuss principles involved in floor planning and layout, color and lighting.

SLA PRESIDENT TO VISIT IN THE SPRING

Katherine Kinder, President of SLA is scheduled to make her official visit to this chapter in April. Miss Kinder is the librarian of Johns-Manville Corporation in New Jersey.

AN INTERESTING MAGAZINE ARTICLE

In the July 26th issue of Machine Design, on pages 58-65, is an article entitled "Ten Library Keys for Engineers," by Edwin W. Still of Utica, New York.

"Key No. 7 -- Personal Assistance. A valuable service to the engineer is the personal assistance of the librarian. Many librarians, particularly those serving engineering, have a surprisingly large quantitive knowledge. They may not be able to answer the engineer's question, but they often can save him time by directing him to material he needs."

It is an explanation for the special library user, well-diagrammed, with exhibits, explanations of classification systems, use of periodical indexes and entries on catalog cards.

BUSINESS BRANCH LIBRARY MOVES

The Business Branch of the San Francisco Public Library will move to new and larger quarters on the ground floor of 68 Post Street across from Mechanics sometime after September 1st. The Library will be closed until September 24th, however, until they get settled in their new location.

A THEATRE PARTY!

The Broadway success of last season, THE DESK SET, starring Shirley Booth, is coming to the Curran Theatre in November. A comedy, THE DESK SET is a tale about the impact of automation on a special library. The Chapter is considering a theatre party for a night late in November or early in December. (There is no December meeting.) One big question is the total number of tickets we should contract for. An accurate estimate is important. Will you fill out and return by October 5th the coupon below? Friends and relations would be welcome, of course. The more the merrier! Filling out the coupon does not obligate you at this time.

Clip and mail by October 5th to:

Mrs. E. B. Roth
Library, Standard Oil Co. of Calif.
P. O. Box 3945
San Francisco 20, California

I would buy ____ number of tickets to SLA Theatre Party for "The Desk Set" starring Shirley Booth, if tentative plans go through.

Your name _____

Library _____

Location _____

BUSINESS DIVISION OF SLA UNDERTAKES REVISION PROJECT

The Business Division of the Special Libraries Association at the Annual Meeting in Pittsburgh voted to undertake the revision of the book:

> U. S. Dept. of Commerce. Price Sources: Index of commercial and economic publications currently received in the libraries of the Department of Commerce which contain current market commodity prices. Washington, GPO, 1931. 320 p.

This was originally compiled by Elizabeth M. Carmack, then librarian of the Department of Commerce. Part I is the index of commodity price sources, arranged by commodity in alphabetical order, listing the periodicals where the prices appear and their frequency of publication and the markets covered by the periodical. Part II is an index of publications and list of periodicals with addresses. The volume covers price sources from world wide sources.

The committee is headed by Paul Wasserman, Librarian, Graduate Sch. of Bus. & Public Administration., Cornell. Paul Kruse, Librarian, Golden Gate College, is on the committee from this area. He has been assigned the editorial task of examining all pertinent periodicals falling within the letters "F" through "J", using such standard sources as Ayer's and Ulrich's periodicals directories, as well as the original edition of Price Sources.

He will soon distribute to the libraries in this area a list of those periodicals and sources which fall within the scope of the project, to determine which libraries in the area might have holdings for checking commodities. The project to revise Price sources is still in the formative stage. However the first task is to identify those periodicals which contain market price sources, and then undertake a cooperative project to index those commodities regularly listed.

****

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****

The Bay Area Chapter of the S. L. A. Extends a Warm Welcome to the Following NEW MEMBERS

BALL, Mrs. Katherine R. H.
2193 B East 14th St.
San Leandro
20-VI

DIEDERICH, Miss Sylvia Celia
900 Oakland, Ann Arbor, Mich.
20-VI

DUCEY, Miss Catherine
Tidewater Oil Company
Non-Divisional Exploration Dept.
79 New Montgomery, S.F.
20LdIII

EATENSON, Mr. Ervin
470 S. 3rd St., San Jose
20KIII

FREDERICK, Mrs. Margaret
Western Research Inst.
483 Pine St., S. F.
20CIII

GOLDMANN, Jack B.
1451 - 46th Ave., S.F.
20McIII

KURTZ, Mrs. Barbara H.
Tracerlab, Inc. Western Div.
2030 Wright Ave., Richmond
20LabIII

MCFADDEN, Miss Cecilia
1277-B, Fourth Ave., S.F.
20BIII, F

NICHOLS, Mrs. Jeanne
World Trade Center
Ferry Bldg., S. F.
20NIII

PECK, Miss Helene D.
Box 2333, Carmel
20DVIII

POLLOCK, Miss Vera B.
Stanford Research Institute
Menlo Park
20LaIII

WATSON, Mrs. Constance M.
Lick Observatory Library
Mount Hamilton, Calif.
LIII

Address Changes

CRANFORD, Theodore N.
Box 1152, Palo Alto

ENGLEMAN, Mrs. Tamara
Foremost Dairies, Inc.
Research Library
425 Battery St., S.F. 11

GALLUP, Miss Benella
Shell Development Co.
Agricultural Research Div.
P.O. Box 1531, Modesto

HESTER, Jacqueline
886 Roble Ave., Apt. 4, Menlo Park

HEYMAN, Miss Juliane
253 S. Palm Dr., Beverly Hills

WALLER, Miss Mary Lewis
Lenkurt Electric Co. Library
San Carlos

WESTER, Miss Marilyn D.
4014 S.E. 39th, Apt. 26
Portland 2, Ore.

Members are urged to enter and use their business or institutional addresses. Headquarters no longer provides it if member does not signify it is the mailing address.

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1956-57

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Alleen Thompson
General Electric Company
San Jose

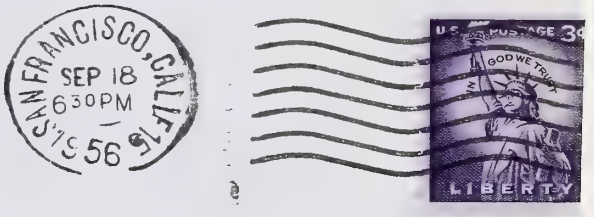
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Cataloger, Mechanics Inst. Lib.
57 Post St.
San Francisco 17, Calif.

S. L. A. ARCHIVES

San Francisco Bay Region Chapter Bulletin



• Special Libraries Assn.

Vol. 27 No. II November, 1956

NOVEMBER

METHODS MEETING

DATE — Wednesday, November 14, 1956

TIME — 7:00 p.m. sharp

PLACE — World Trade Center Library, World Trade Center, Ferry Building (3rd floor), San Francisco

PROGRAM — Panel Discussion: "Library Flooring, Lighting and Shelving"

Chaired by Miss Dorothy Cunningham, of Dorothy Cunningham and Associates (Library Consultants).

Members of the panel:

Don D. Davis, Pacific Coast Manager, Armstrong Flooring
Glenn Smith, Lighting Engineer
Vern Gallichotte, W. R. Ames Co., Metal Library Shelving

Bring your questions and problems for discussion with the panel!

DINNER — 6:00 p.m. sharp. Social hour from 5:00.
El Jardin Restaurant, 26 California (1 block up from Ferry Bldg.)
$2.50 inc. tax and tip (roast beef or baked ham!)

RESERVATIONS — To be made by noon, Monday, November 12th

San Francisco	Library, Standard Oil of California SUtter 1-7700, Ext. 2945
East Bay	Library Dept., Safeway Stores, Inc. TEmplebar 2-5830, Ext. 34

We hope that those of you who cannot join us for dinner can arrange to meet us later for the meeting at the World Trade Center Library.

Library School students are especially invited to attend either the meeting or the dinner.



WHAT IS EFFECTIVE BOOKDEALER SERVICE?

According to Dr. Maurice F. Tauber in his new book on TECHNICAL SERVICES IN LIBRARIES (Columbia University Press, $6.50) . . .

. . . "The effectiveness of a book dealer depends on his experience, his stock, his contacts with publishers, and his competence in providing reliable information promptly.

"Not only must the book dealer have knowledge of usual bibliographical data, but he must use his experience and daily contacts to keep informed of changes of all kinds . . . (Stacey's offers you an information service, which, supplementing the cumulative indices, lists over 30,000 professional and scientific titles with their present status of availability.)

"It is important to know about a dealer's efforts to keep materials in stock. Some of the larger dealers retain widely diversified stocks, reaching 100,000 titles or more. These dealers, through experience, have been able to judge the demand of particular titles and make regular provision to fill the needs of libraries quickly . . . (Stacey's has the largest stock of professional and scientific books in the United States which insures an extremely high percentage of your orders being filled from stock. New books are received automatically. Standing orders with the publishers assure us of stock of each new title as it is issued.)

"Dealers also have contacts with publishers. They know of publications in advance and of new editions of standard works. These contacts increase the ability of the dealer to render special service to librarians . . . (The quarterly Stacey Technical and Business Book Previews, featuring the forthcoming titles of all publishers, is the only publication of its kind and is now being used by librarians throughout the nation.)

"The experienced dealer will not only provide prompt service in the handling of orders, he will also render accurate bills and answer inquiries willingly." (Shipment of books in stock is made by Stacey's the same day your order is received. Invoices accompany the shipment to avoid any possible log jam in your receiving room.)



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THE THEATRE PARTY - FRIDAY, DEC. 7th

"THE DESK SET" starring MISS SHIRLEY BOOTH

Plans for the Theatre Party on Friday, December 7th are well underway. The response has been excellent and we're all looking forward to seeing "The Desk Set" and hoping to meet Miss Booth at the reception after the performance which the chapter is planning in her honor.

It is possible to order tickets through November 26th, but reservations requested by coupon from September's bulletin will be filled first, starting with the center seats. Tickets are $4.50 each. This includes the theatre seat, admission to the reception and hors d'oeurves (drinks will be extra). Keep your ticket stubs for presentation at the reception.

The reception will take place right after the performance in the quaint Viennese setting of the Cafe Mozart, The Cafe Mozart is in the El Cortez Hotel, which is 1/2 block up from the Theatre on Geary. The entrance is on Shannon Street, Champagne and sparkling wines will be served.

Mail your payment and this coupon by November 26th. You'll receive your tickets by mail. Make your checks out to:

Barbara Houghton, Library
Federal Reserve Bank
400 Sansome Street
San Francisco, California

Name _____

Amount
No. of tickets ___ Enclosed _____

Where to
Send Tickets _____
Number Street

_____
City

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Bulletin Editor: Mary Jane Hawkinson, Industrial Indemnity Company Library
155 Sansome St., S.F., YUkon 6-4466

Advertising Mgr: Anne Kelley, Bethlehem Pacific Coast Steel Corp. Library
20th & Illinois, S.F., MArket 1-3200

THE SAN DIEGO MEETING

On November 2nd the Petrolem Section of S-T in Southern California are hosts to San Francisco Bay Region members. Visits are planned to Richfield Research Center Library Corporation in La Habra, and to the Union Company Library in Brea. Jean Legg, CRC, La Habra, is handling reservations.

The next day in San Diego, the North-South annual SLA Chapters' joint meeting includes a visit to the U.S. Navy Electronics Library. After lunch at the El Cortez Hotel, descriptions of resources of the following libraries will be presented: Rand Corporation, AEC, 11th Naval District Headquarters, San Diego Natural History Museum, General Atomic, Scripps Metabolic, Lockheed Missile System Division. San Francisco Chapter's President will brief chapter's recruiting activities.

The following Bay Region members are going:

Ruth Wingfield, Shell Development
Mary Wickline, Dow Chemical
Margaret Rocq, Standard Oil of Calif.
Katherine Karpenstein "
Betty Roth, S.F. Bay Region Chapter President. Standard Oil of Calif.
Doris Lanctot, Bechtel Corporation
Margaret Hatch, Metropolitan Life
Peg Uridge, Univ. of California
Alleen Thompson, General Electric
Edwarda Adams, Langley Porter Clinic
Harriet Callopy, S.F.P.L. (ex-chapter member)

Alleen Thompson is the San Francisco Chapter Chairman for the meeting.

ADVENTURES IN PRINT

The December 16th Sunday afternoon television show, "Adventures in Print" on KPIX (Channel 5), will include a skit on special libraries.

WEDDING BELLS

One of our Bay Region Chapter members, the former Marda Evans, became Mrs. Mark Woodbury on the 25th of August. They were married in the Unitarian Church in Berkeley. The are presently living at 2511 Fulton Street, in Berkeley. Mr. Woodbury is employed by the Fuller Brush Company and Marda Woodbury is librarian at Hexcel Products Company in Oakland.

SLA SCHOLARSHIP

For the academic year 1957-58 the SLA Scholarship and Student Loan Fund Committee decided to award two $700 scholarships. Once again it will help two candidates obtain degrees which means two more well-trained, capable, special librarians. The increase in the scholarships will cover tuition in all but one or two schools. The larger amount will attract more well-qualified candidates. $0.25 per member, based on present membership of SLA, would expand the Fund by more than $1000. Send your contribution to:

Scholarship Committee
Headquarters
Special Libraries Assn.
31 East 10th Street
New York, N. Y.

READING COURSE REPEATED

Because of popular demand, the "Speeding Your Reading" TV program is making a repeat performance this year commencing at 7:30 p.m. November 7th on KQED. It is being presented as a public service by KQED and Golden Gate College. Taught by Adolph Stell, the program will be offered for credit or for pleasure. It is a 16 session course. Ask Paul Kruse, Golden Gate Librarian, for details.

FOR SALE

The UNION LIST OF PERIODICALS IN THE SAN FRANCISCO BAY REGION, 2nd Edition, 1952. Price $4.50 to members, $5.00 to non-members. (plus tax). Order from

Marie E. Koutecky
PO Box 3495, S.F. 20, Calif.
or phone: SUtter 1-7700, Ext. 2967

SLA ADDRESS CHANGES

HEYMAN, Miss Juliane
600 Laurel, Apt. 5
San Francisco, California

RUBIN, Mrs. Janet Thomas
4835 Stacy Street
Oakland 5, California

RESEARCH LIBRARIES PROJECT

In the October 1st issue of Publishers' Weekly there is an interesting article on page 1695 describing the formation of the Council on Library Resources, Inc. which is backed by a $5000,000 grant from the Ford Foundation.

The Council will assist in solving the problems of libraries generally and research libraries in particular, by conducting and supporting research, demonstrating new techniques and methods and disseminating the results. It will help coordinate the various efforts being undertaken to improve library resources and services and will encourage better relationships between American and foreign libraries.

Mr. Verner W. Clapp has been elected president and executive head of the Council on Library Resources. Mr. Clapp has resigned as chief assistant librarian of Congress to take the position.

Headquarters of the Council are at 1025 Connecticut Avenue, N.W. Washington 6, D. C.

THE CHAPTER EXTENDS A WARM WELCOME TO THE FOLLOWING NEW MEMBERS

KRUSE, Mr. Paul
Golden Gate College
220 Golden Gate Avenue
San Francisco, California
20MbdIII

LUDLOW, Mrs. Dilla
State Dept. of Social Welfare
722 Capitol Avenue
Sacramento 14, California
20MdeIII

MIRANDA, Miss Lorraine
Kaiser Foundation School of Nursing
3451 Piedmont Ave.
Oakland 9 California
20FIII

SANBORN, Miss Dorothy C.
3056 Hoover Street
Redwood City, California
20-III

NIWA, Mrs. Marie M.
1035 Spruance Road
Monterey, California
LabIII

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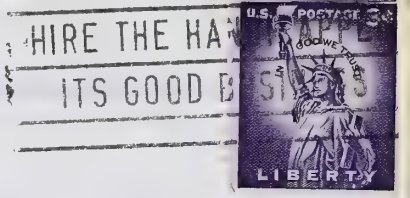
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Miriam Peay
Mechanics Institute Library
San Francisco
Cary

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Vol. 27, No. III March, 1957

Cocktail party and dinner
in honor of

SLA PRESIDENT

MISS KATHARINE L. KINDER, LIBRARIAN, JOHNS-MANVILLE RESEARCH CENTER

Thursday evening, April 4, 1957

MR. WILLIAM L. BUTLER, PRESIDENT, J. W. STACEY S, INC. will be our host at a cocktail party for the President and the Chapter from 6-7 o'clock in the South Porch of the Claremont Hotel, Berkeley.

Dinner at 7 o'clock will feature the Claremont's well-known Thursday Night Buffet. Price for the dinner will be $3.40 including tax and tip.

Please make your reservation by 12:00 noon, Monday, April 1st.

San Francisco Library, Standard Oil Company of California
SUtter 1-7700, extension 2945

East Bay Library Dept., Safeway Stores, Inc.
TEmplebar 2-5830, extension 34

The Claremont Hotel is at Ashby and Claremont Avenues in Berkeley. From San Francisco take the E train to the Hotel (less preferred, take the F train, transfer at Ashby to bus which goes to Hotel).

Bulletin Editor: Mary Jane Hawkinson, Industrial Indemnity Company Library,
155 Sansome St., San Francisco, YUkon 6-4466

Advertising Mgr.: Anne Kelly, Bethlehem Pacific Coast Steel Corp. Library
20th & Illinois, San Francisco, MArket 1-3200

ABOUT OUR SLA PRESIDENT

Katharine L. Kinder, is Chief Librarian of the Johns-Manville Research Center, Manville, New Jersey.

Miss Kinder completed her undergraduate work at Miami University in her home state, Ohio, earned her B.L.S. at Columbia University School of Library Service in 1936, and pursued her graduate studies at the University of Illinois Library School. During the Second World War, she held the rank of Lt. Commander in the U.S. Navy. She is still active in the Naval Reserve Program. After varied experiences in academic libraries at Miami University, Columbia University School of Library Service, and Mount Holyoke College, Miss Kinder became associated with industry in 1946 when she became the librarian for Johns-Manville and established a new library for the Johns-Manville Research Center.

An active member of Special Libraries Association since 1946, Miss Kinder has served on numerous national committees, held several offices in the SLA New Jersey Chapter, and acted as Secretary for the Association during 1952-53.

ANNUAL BUSINESS MEETING

The annual business meeting of the Chapter will be held in May. Chapter members going to the Association Convention in Boston are urged especially to attend this meeting. All members are urged to present, either at the meeting or beforehand, to the Chapter President, professional, Association and Chapter subjects they would like discussed at the Chapter business meeting as well as at the Association Convention.

A NEW PLAY FOR SHIRLEY BOOTH

Miss Booth, who appeared in "The Desk Set" here in San Francisco at the Curran Theater and for whom our Bay Area Chapter gave a reception following a Theater Party, has just signed a contract for a new Broadway production. The play is Michael Plant-Denis Webb's "Miss Isobel", and Miss Booth will portray the leading role of a wistful 70-year old lady. It is scheduled to open in New York around next Christmas time.

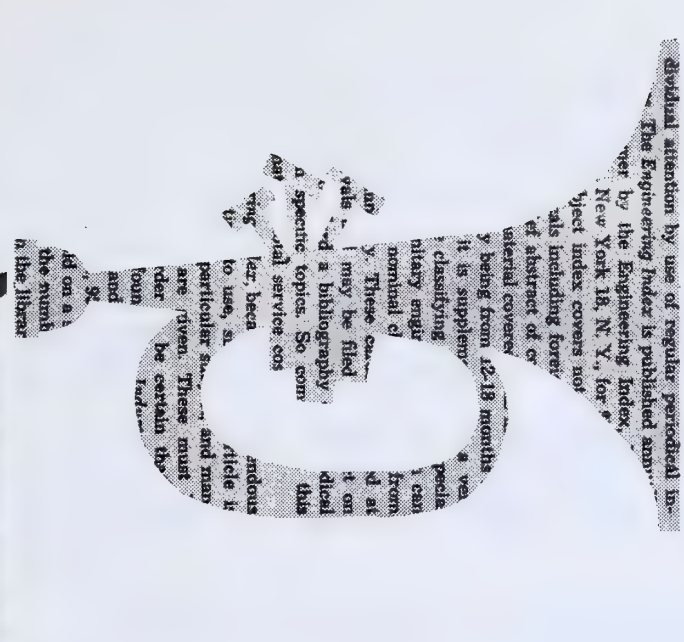
A CHAPTER HISTORY

Any chapter member who has held any Division office at any time, please phone Margaret Hatch immediately! She is writing a Chapter History against a New York deadline. Phone EXbrook 7-1000, extension 838.

NAME, ADDRESS, ETC. CORRECT?

Would you please notify N.Y. Headquarters and Bulletin Editor (Mary Jane Hawkinson, YUkon 6-4466, ext. 238) if there are any mistakes in your mailing address, name, classification, etc.? We not only want to be sure that you receive your notices each time, but we also want to make all the necessary corrections for the new membership directory.

HAVE YOU NOTICED the recent N.Y. Life Insurance Co. advertisement captioned "Should your Child be a Librarian?". It appears in the Mar. 23rd issue of the Saturday Evening Post, the Mar. 18th issue of Life, and will appear in the April issue of Ladies Home Journal and the April 5th issue of Scholastic magazine. The ad was written by Mr. Edward Freehafer, Head of the N.Y. Public Library with plenty of emphasis on Special Librarianship.



someone is blowing your horn!

In the December issue of Consulting Engineer, William H. Hyde, Librarian and Professor of Library Science at the Illinois Institute of Technology, authors an article entitled BUILDING AN ENGINEERING LIBRARY.

Some excerpts:

... "Today technical books and periodicals are to the consulting engineer what the laboratory is to the research chemist.

... Two and five-tenths percent of the research budget or an expenditure of $200 per technician is needed to maintain a satisfactory industrial library.

... Even the small engineering office library represents a considerable investment, but it is an invaluable behind-the-scenes element of a successful practice.

... Books and miscellaneous periodicals scattered haphazardly through several offices of a consulting engineering firm do not make a library.

... Membership in the Special Library Association is highly desirable."

In seven and one-half authorative pages this expert not only sells engineering firms on the importance of the library but is extremely helpful in suggesting organization, catalog systems, budgeting, making initial selections, where to buy, how to effect loans from large libraries, translation tips, plus actual basic lists of the general reference books, handbooks, textbooks and periodicals an engineering library should possess.

As a service to any industry or industrial library which does not have access to the December 1956 issue of "Consulting Engineer", we will gladly send a reprint of the entire article. Merely fill in, clip, and mail the attached coupon. Our supply is limited and will be distributed on a first-come, first-serve basis.

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Street_____

City_____ State_____

D U P L I C A T E E X C H A N G E

S P R I N G 1 9 5 7

THE NEW PROCEDURE for compiling the duplicate exchange list, tried out for the first time last fall, was so successful that the Committee has decided to use it again.

UNDER THIS PLAN, each participating library sends to the Committee enough copies of its list to permit a package containing all the lists to be sent to each participant, and also to other libraries requesting a set.

TO CARRY OUT this plan the Committee will need sixty copies of each list. For convenience in packaging, they should be on $8\frac{1}{2}$" x 11" sheets. If, for some reason, any library finds it impossible to supply multiple copies of its list, the chairman (OL 3-2100, ext. 621) will be glad to help solve the problem.

DEADLINE FOR contributions is April 15th. Want lists need not be accompanied by duplicate lists. Note should be made of how long material will be kept before discard.

DISTRIBUTION OF sets of lists will include all contributors, and any other libraries or individuals who request sets by filling out and returning the attached blank by April 15th.

Eugenia Ironside, Chairman
Duplicate Exchange Committee

MISS EUGENIA IRONSIDE,
SHELL DEVELOPMENT COMPANY,
EMERYVILLE, CALIFORNIA

Please send a set of the Spring, 1957, duplicate exchange lists to the following address:

_____

_____

_____

_____

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F i n e B o o k b i n d i n g

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109 New Montgomery Street
San Francisco 5, California
SUtter 1-2171

The San Francisco Bay Region Chapter of
SPECIAL LIBRARIES ASSOCIATION
welcomes the following NEW MEMBERS

(Changes and corrections are omitted in this list because a new Chapter Directory will be issued in May).

BOYLAN, Mr. Merle N.
1760 Walnut St., Apt. 304
Berkeley, California

BLANCHARD, Mr. H. Richard, Ln.
University of California Library
Davis, California
BII

CHIAPELLA, Mr. C. Parker, Asst. Ln.
Giannini Foundation Library
University of California
Berkeley 4, California

COHEN, Miss Ida, Asst. Ln.
Wells Fargo Bank
4 Montgomery Street
San Francisco 20, California
(DV)

CONMY, Dr. Peter T., Ln.
Oakland Public Library
125 - 14th Street.
Oakland 12, California
EII

CRACHI, Mr. Rocco
252 Cambridge Avenue
Berkeley 8, California
-III

KISCH, Miss Edith, Ln.
Standard Oil Company of California
Economics Dept.
225 Bush Street
San Francisco 20, California
LdIII

KNEPPER, Mr. Robert R.
2633 1/2 Regent
Berkeley 4, California
-VI

PAGE, Mrs. Marie Fallon
General Delivery
Auburn, California
RIII

ROCQ, Mrs. Margaret Miller
Chief Librarian
Standard Oil Company of California
225 Bush Street
San Francisco 20, California
(Mrs. Rocq is also institutional representative. This is additional personal membership).

VOORSANGER, Miss Anne
42 Manzanita Avenue
San Francisco, California
LeIII

REPORT OF THE
CHAPTER NOMINATION COMMITTEE FOR
1957

Vice President and President Elect
Lorraine Pratt
Stanford Research Institute

Director
Patricia West
General Electric Microwave Lab.
at Stanford

Treasurer
Ed Larson, U.S. Naval Radiation Defense Lab., San Francisco

Geraldine Scalzo, U.C. Library
Social Science Reference Dept.

PROFESSIONAL STANDARDS

At the last SLA Board and Advisory Council meeting in New York, Miss Ruth Savord reported that proposals for professional standards for special librarians will be the subject of a general session at the Boston Convention. She has prepared an article on the subject for the April issue of Special Libraries.



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2nd ed.
195?

Union List of Serials of the San Francisco Bay Region.
1939

Price: $4.50 to members
$5.00 to non-members
(plus tax, state 3%, city 1%)

ALLEEN THOMPSON, BEVERLY HICKOK
CANDIDATES FOR SLA BOARD

Miss Beverly Hickok, U.C. Institute of Transportation Library, and Miss Alleen Thompson, Atomic Power Equipment Dept. of General Electric Company, both members of this Chapter, are candidates for Director of SLA. This means that this chapter (and the West Coast) will be represented on the Board. When you receive your ballot from Headquarters, VOTE !

****

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S.L.A. San Francisco Bay Area Chapter
1956-57

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Betty Roth
Standard Oil Co. of California
San Francisco

VICE PRESIDENT-MEMBERSHIP
and PRESIDENT ELECT
Beverly Hickok
U.C. Institute of
Transportation
Richmond

IMMEDIATE PAST PRESIDENT
Ruth Wingfield
Shell Development Company
Emeryville

DIRECTOR
Jane Wilson
Asia Foundation Library
San Francisco

DIRECTOR
Anne Protopopoff
California Teachers Assn.
San Francisco

SECRETARY
Irene Simpson
Wells Fargo Bank
San Francisco

TREASURER
Barbara Houghton
Federal Reserve Bank
San Francisco

BULLETIN EDITOR
Mary Jane Hawkinson
Industrial Indemnity Company
San Francisco

ADVERTISING EDITOR
Anne Kelly
Bethlehem Pacific Coast Steel
San Francisco (resigned Jan. 1957)
(Bull. Editor assuming)

PUBLICITY CHAIRMAN
Marda Evans
Hexcel Products
Oakland

DUPLICATE EXCHANGE CHAIRMAN
Eugenia Ironside
Shell Development
Emeryville

LIBRARY PROMOTION CHAIRMAN
Phyllis Anderson
Pan American World Airways
San Francisco Airport

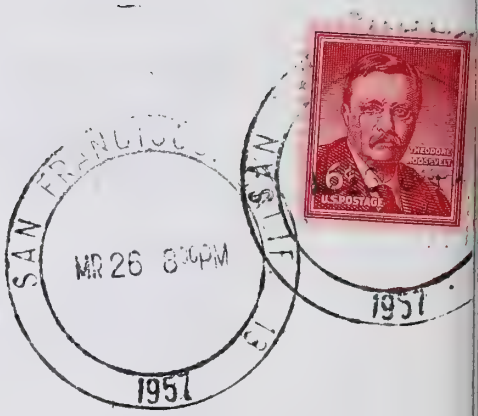
CHAIRMAN, JOINT FALL MEETING,
NORTH-SOUTH CHAPTERS
Alleen Thompson
General Electric Company
San Jose

EMPLOYMENT CHAIRMAN
Betty Holden
Federal Reserve
San Francisco

RECRUITING CHAIRMAN
Barbara White
Stanford Research Institute
Menlo Park

UNION LIST SALES CHAIRMAN
Marie Koutecky
Standard Oil Co. of California
San Francisco

ARCHIVES CHAIRMAN
Miriam Peevey
Mechanics Institute
San Francisco (resigned
Jan. 1957)



Mrs. Amy W. Rose, Libn.
Pillsbury, Madison & Sutro
225 Bush St.
San Francisco 4, Calif.

SPECIAL LIBRARIES ASSOCIATION

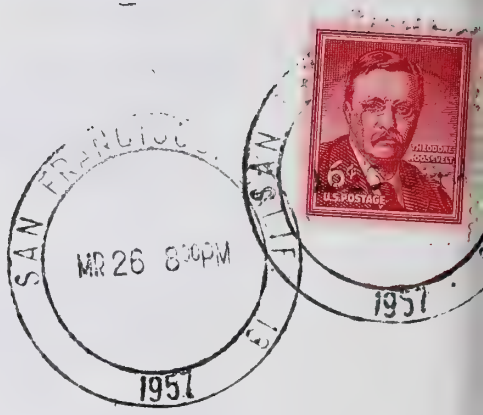
Bay Area Chapter Meeting

FRIDAY, MAY 3rd
1957

TRANSPORTATION: Although we know most of our members make their own arrangements for transportation to our meetings, we offer the following just in case:

Anyone offering space in their car or needing a ride, call:

Mrs. ~~Miss~~ Anne Protopopoff
California Teachers Assn. Library
San Francisco,
PRospect 6-4110, ext. 40



Mrs. Amy W. Rose, Libn.
Pillsbury, Madison & Sutro
225 Bush St.
San Francisco 4, Calif.

Welcome

TO STANFORD RESEARCH INSTITUTE

SPECIAL LIBRARIES ASSOCIATION

SAN FRANCISCO BAY REGION CHAPTER MEETING
Stanford Research Institute Friday Evening, May 3, 1957
Library Building 206B

DINNER 6:15 PM

Price for the dinner will be $3.00

Please make your reservation by 12:00 noon, Monday, April 29.

San Francisco: Library, Standard Oil Company of California
SUtter 1-7700, Extension 2945

East Bay: Library Dept., Safeway Stores, Inc.
TEmplebar 2-5830, Extension 34

TOUR OF FACILITY 7:30 PM

PROGRAM 8:30 PM

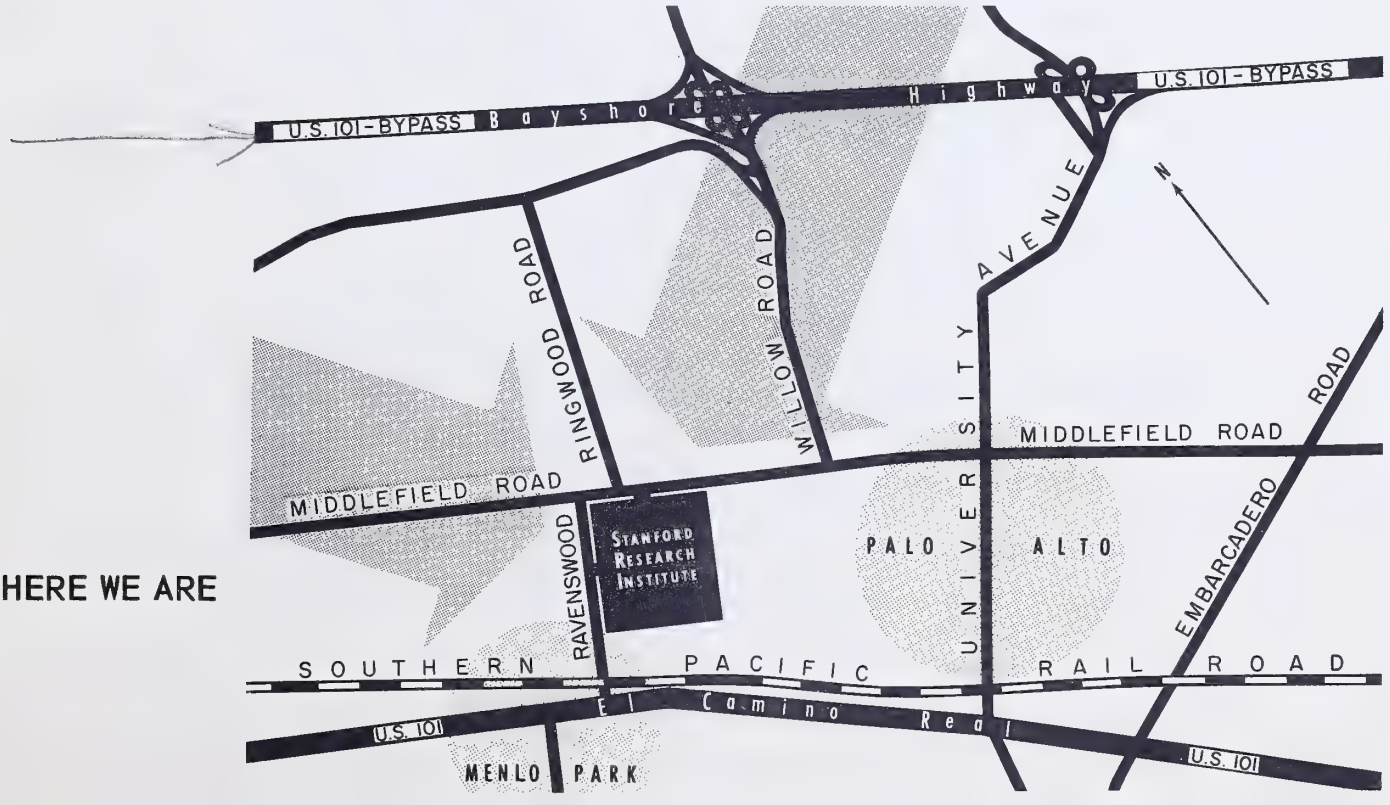
A RESEARCH LOOK AT INFORMATION STORAGE AND RETRIEVAL

Merritt L. Kastens – Moderator
"Management's Viewpoint"

"An Engineer's Viewpoint" — William D. McGuigan
"An Economist's Viewpoint" — John Strickland
"An Operation Analyst's Viewpoint" — Peter Butterfield
"A Scientist's Viewpoint" — Dan McLachlan, Jr.

Summary and Discussion

HERE WE ARE





Miss Katherine Karpenstein
P. O. Box 3495
Standard Oil Library
San Francisco 20, Calif.

S. L. A. ARCHIVES

San Francisco Bay Region Chapter Bulletin • Special Libraries Assn.



Vol. ~~26~~ 27 No. 4 May, 1957

MAY MEETING

ANNUAL BUSINESS MEETING AND INTRODUCTION OF NEW OFFICERS

DATE: Tuesday, May 21, 1957

PLACE: Martin's Hotel Espanol at 719 Broadway, San Francisco. This is a Basque restaurant with atmosphere. They are usually closed on Tuesdays, but are opening just for us. We have guaranteed a minimum of 45 people. This should be a gala last get-together of the year with a short business meeting.

COCKTAILS AND DINNER: Cocktails beginning at 5:30. Dinner at 7:00
Choice of entree: Chicken Basque (with special sauce, not hot) or roast of lamb (lamb is Basque favorite too). Wine and other special things served with dinner. Price $2.30 inc. tax and tip.

PARKING: Free parking at 649 Broadway (between Grant and Stockton). Tell the attendant, "Martin's Espanol". Ticket is validated at the restaurant.

RESERVATIONS: To be made by noon Friday, May 17th. You must tell your choice of entree when you make the reservation.

San Francisco	Library, Standard Oil Company of California SUtter 1-7700, ext. 2945
East Bay	Library Dept., Safeway Stores, Inc. TEmplebar 2-5830, ext. 18
Peninsula	Stanford Research Institute Library Davenport 6-6200, ext. 570



Bulletin Editor: Mary Jane Hawkinson, Industrial Indemnity Company Library
155 Sansome St., San Francisco. YUkon 6-4466, ext. 238

Preceding the meeting March 30 at Stanford of the Student Library Assn. of Northern Cal., the librarian of San Rafael High School brought her Library Club to Standard Oil Co. of Cal. to study a special library. Barbara Bruff, member of the club spoke at the Stanford meeting on Business Libraries. Barbara White, Chapter Recruitment rep., who was present said that Miss Bruff's description and delivery was the best performance of all on the afternoon panel.

MEMBERS ATTENDING CONVENTION

The following Bay Area Chapter members are planning to attend the SLA Convention in Boston this summer:

Betty Roth, Standard Oil Co. of Cal.
Beverly Hickok, U.C. Trans. Inst.
Lorraine Pratt, Stanford Research Inst.
Barbara White " " "
Roy Johnson " " "
Alleen Thompson, General Electric
Kathrine E. Johnson, Sylvania
Eva Lou Robertson, Lockheed Missile
Paul Kruse, Golden Gate College
Barbara Houghton, Federal Reserve Bank

BAY AREA CHAPTER LIBRARY FEATURED

The following is an excerpt from the May-June issue of "Motorland". It is an article on the U.C. Inst. of Trans. and Traffic Engineering where next year's chapter president, Beverly Hickok is the librarian.

"One of the most valuable features of the Institute is its library...this is certainly the foremost highway transportation library in the western states and one of the best in the United States... now consists of about 6,000 monographs, printed reports and bound proceedings, and 680 serial publications...catalogued so efficiently and in such detail that even a novice can find almost at a glance everything in the library relating to a particular subject...besides this the library issues lists of recently published articles and reports on transportation topics...a yearly list of reports, articles and monographs prepared by the students and faculty along or in collaboration with engineers in state or federal service, or research sections of private enterprise..."

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PRESIDENT'S ANNUAL REPORT TO CHAPTER MEMBERS

1956-57

Highlights of the year were 1) the decision to issue the invitation to SLA for the 1961 convention, 2) the visit of SLA's President Katharine Kinder, and 3) the theatre party and champagne reception honoring Shirley Booth for her portrayal of a special kind of special librarian. It has been a good year and I consider it a privilege to have been the Chapter's President.

Eight Chapter meetings and a party were held. Meetings followed the usual geographical spread, two in the East Bay, one down the Peninsula. Although San Francisco is the focal point of all Bay Area activity, members still find it difficult to drive the considerable distances. With Peninsula libraries growing at a faster rate, more Chapter management and more Chapter meetings will be found there in the future.

Greatest attendance always occurs when the operations of a big, busy library and/or a new, handsome library are to be studied.

Spring and Fall duplicate exchange lists were issued.

Three new libraries were established in advertising, property insurance and hospital respectively. The employment chairman filled these 3 and 5 other positions.

Chapter Recruiting Representative participated in 3rd annual conference of Student Library Assn. of Northern California.

Three new institutional members were gained as a result of special effort by Membership Chairman. No loss of members from the increase in dues is reported. Overall membership increased by nine. 12 associates dropped, and 17 new active joined.

Annual chapter membership directory with key to institution where each member is employed is in preparation.

Four Chapter bulletins were issued, all with local advertising only.

Four Chapter Board meetings will have been held and recorded.

Margaret Hatch is preparing the Chapter History in response to a request for one for the 50th anniversary of SLA.

Approximately 12 members of this chapter will travel the 2500 miles to Boston.

The president was blessed this year with an untiring, detail-minded, efficient, and good humored Board and Advisory. She was equally fortunate to have good one-shot appointees -- Thelma Hoffman, Chairman of the 1961 convention investigation committee; Doris Lanctot, Hotel Representative, 1961 convention; and Jeanne Nichols, Theatre Party. The liaison between the Membership Chairman and the Secretary on the 1957 Directory proved excellent. The Bulletin Editor never even protested when she also had to assume advertising for 2 issues. The Hospitality Chairman combed the area, choosing only superior (and reasonable) dinner spots, and as every meeting was a dinner meeting, she had a full year. Hospitality still hears ringing in her ears the President's refrain, "Keep it around $3.00." Employment solved her own problems, as becomes

an Employment Chairman. The President can only guess at the frustrations and the time consuming aspects of that job, and give a little sympathy. The Treasurer never missed a dinner, and neither did her assistant, Isabel Nestor, and that means handling hundreds of dollars in cash each month for 9 months, counting the Theatre Party. The burden of business for the Theatre Party also fell on the Treasurer.

Last but not least, kudos to 1) Standard Oil Company of California Library and Safeway Library for again taking meeting reservations, meeting adds, meeting deletes, and 2) to my assistant, Michele Clark, for her efficiency and common sense (especially for all the times she had to operate without full information).

Respectfully submitted,

Elizabeth B. Roth, President
San Francisco Bay Region Chapter
1956-57

****

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****

ADVERTISING MANAGER

The San Francisco Bay Region Chapter secured the following orders for advertisements in the chapter Bulletin for the period September 1956 through June, 1957:

J. W. Stacey, Inc.	1 full page multilith insert to run in four issues.....$ 35.00 (est.)
Schuberth Bookbindery	½ page mimeo in one issue. 1 full page mimeo insert to run in three issues.....$ 20.00 (est.)
Bonanza Inn Bookshop	½ page mimeo insert to run in four issues .....$ 15.00 (est.)
National Magazine Co.	1 full page mimeo insert to run in two issues .....$ 15.00 (est.)
TOTAL REVENUE RECEIVED OR TO BE RECEIVED	$ 85.00 (est.)

Mary Jane Hawkinson, Manager, Advertising
(taking over as of March, 1957, from Anne Kelley appointed in July, 1956 and resigned March, 1957.)

ARCHIVES COMMITTEE

Chapter Bulletins were bound this year through June, 1956, so that there is now a complete file of bound bulletins to that date.

Files are still housed at Mechanics Library, 2d floor.

Miriam G. Peevey, Chairman
(resigned Jan., 1957)

BULLETIN EDITOR

Four issues of the Chapter Bulletin were published this year--in September, November, March and May. Postcard notices were sent for four meetings--in October, January, February and April.

Mimeographing, assembling and mailing were done commercially by the Bay Cities Duplication Company. The address plates are up to date as of April 1, 1957.

The total cost of issuing the Bulletin and postcards for the year, including an estimate on the May issue, will be approximately $195.00.

Copies of the Bulletin were sent to presidents of all other SLA chapters and to all other SLA officers and directors.

Mary Jane Hawkinson, Editor

EMPLOYMENT COMMITTEE

Personal interviews	37
New applicants registered	34
Positions registered	22
Placements	8
Unfilled positions registered, as of Apr. 23	9
Applicants in active file, as of Apr. 23	33

(Of this number, 12 are outside California, and ask salaries of $6,000 or more; 3 are outside the Bay Area.)

The following new libraries have been established this year:

Brisacher-Wheeler Advertising Agency
Fireman's Fund Insurance Company
Kaiser Foundation Hospital, Oakland
Providence Hospital, Oakland
These 2 hospitals joined together, with one librarian giving half a day to each.

Elizabeth H. Holden, Chairman

HOSPITALITY COMMITTEE

Meetings and other affairs this year have been well attended--a result of the affairs (to be reported by the Program Chairman) rather than the activities of the Hospitality Committee, but it is hoped that the Committee has helped people to know each other. There have been five active members of the committee this year, and at least two have been present at all meetings. No special hospitality "gimmicks" were used, but members of the Committee have felt a responsibility.

Dinners on regular meeting nights have not been expensive--most of them about $2.50 including tax and tip. This has, I believe, helped to draw a larger group to the dinners.

Looking ahead to meetings for next year, some suggestions for programs are:

(1) For a methods meeting--Bay Area professional problems, activities, and contributions. Send out a well-formulated questionnaire early in the year to get data on kinds of processes carried on by librarians in working with special kinds of materials. These may or may not be regular "library" practices or may or may not be "invented" by the users. Some ideas might be transferrable to other media. A program using representative people could be worked up.

(2) Printing processes of particular interest to librarians would be a meeting subject. Arthur Fay of Trade Press would be a possibility.

(3) Visit Ampex Corporation, makers of tape recorders. Mrs. Williams, of Ampex, is willing to be hostess at a peninsula meeting.

(4) Possibly get Warren Howell of John Howell rare book store to speak of Californiana. He is an officer of the California Historical Society. Also bring

in our member librarians of the California Society of Pioneers and Wells Fargo.

(5) Libraries and legislation. Robert McKay of the California Teachers Association could speak on the subject.

(6) Invite as guests several high school librarians and counselors to a meeting on special librarianship as a career, perhaps a panel.

Anne T. Protopopoff, Chairman, Hospitality

HOTEL REPRESENTATIVE PROPOSED 1961 SLA CONVENTION

The San Francisco Chapter extended an invitation to the Association to hold its 1961 meeting in San Francisco. The invitation was favorably received by the Executive Board, but a final decision will not be made until the Boston Meeting.

We have reserved the date of May 21-25, 1961 with the S. F. Convention and Visitors Bureau. The Mark Hopkins - Fairmont have been chosen for joint headquarters hotels. Tentative holds have been put on rooms at these two hotels, as well as at the Huntington Hotel.

Doris Lanctot, Representative, 1961
S. F. Convention

MEMBERSHIP COMMITTEE

According to chapter records, the number of paid-up members of the San Francisco Bay Region Chapter, by classes, as of April 22, 1957 is as follows:

	1957	1956
Active	129	112
Associate	37	49
Institutional	20	17
Life	1	1
Sustaining	1	1
Student	1	0
Retired	2	2
	191	182

It is interesting to note that in spite of the concern of some that the increase in dues would result in the loss of many members, on the contrary, the over-all membership has increased by nine. It is true that we lost 12 Associate members, but, on the other hand, we gained 17 Active members.

We have three new Institutional members this year, Mr. J. Richard Blanchard, Librarian of the University of California at Davis, Dr. Peter T. Conmy, Librarian of the Oakland Public Library, and Mr. Richard Dean Galloway, Librarian of the Institute for Administrative Affairs, U. S. Operations Mission, Iran.

The entries for the 1957 Membership Directory have been checked, and a preliminary version of the directory and the library index has been prepared and will be sent to the Secretary for final editing, reproduction and distribution.

Letters were sent during the year to all prospects for membership with accompanying SLA brochures and application blanks. A special effort was made this year, in cooperation with the Library Promotion Committee, to write to new libraries in

the area in an attempt to interest them in Institutional memberships. Upon notification from Headquarters of the names of those members who were delinquent in paying their dues, letters were sent urging them to pay before the deadline. Welcoming letters were sent to all new members, enclosing the Chapter's Directory and Constitution.

It was suggested that the Membership Chairman should contact the members of the University of California Library School class each year in an effort to recruit student members. I wrote to Mr. Melvin Voigt of the Library School faculty to ask his advice on the best method of doing this, and he replied that it would be most effective to have someone speak to his class in Course 203, "Introduction to Librarianship" during October when he discusses Special Libraries Association and special libraries. It is, therefore, suggested that this be done next year.

Beverly Hickok, Chairman

PROGRAM COMMITTEE

Chapter meetings this year were arranged with the idea of visiting as many different types of libraries as possible, each having either collection, services, or equipment of special interest to our members. Because some of the meetings had already been scheduled before we were notified of the date of Miss Kinder's visit, and the business meeting was changed by constitutional amendment, more or less restricting it to May, we had one less program-type meeting than in the past. We were only able to schedule one methods meeting and still maintain a balanced program of visits to more than three libraries. This year, in place of the usual Saturday all day meeting in May, we had a Friday Night meeting. Members had expressed a great interest in the Stanford Research Institute library, and it was felt that by scheduling it for Friday Night we could combine a long trip and a full dinner meeting. Other meetings dates were somewhat different from the usual time because of scheduling difficulties within the host library.

Mrs. Anne Protopopoff, Hospitality Chairman, made the business arrangement for all the dinners which preceded each meeting, unless otherwise noted.

The list of meetings follows:

September 27 Thursday	Location:	East Asiatic Library, University of California
	Dinner:	Men's Faculty Club, University of California, again arranged thru the courtesy of Joe Ryus.
	Program:	Visit to the East Asiatic Library. Dr. Elizabeth Huff, Librarian and lecturer in Oriental languages spoke of her recent trip to Korea during which time she visited many Korean libraries. This was followed by a tour of the Library.
	Hostess:	Dr. Elizabeth Huff

This meeting was attended by the Library School Students of the University of California.

October 3 Saturday	Location:	Annual Conference California Library Association, San Diego, California
	Luncheon:	Hotel El Cortez, San Diego.
	Program:	Joint meeting with the Southern California Chapter of SLA. Visit to the U.S. Navy Electronics Laboratory Library. Symposium chaired by William E. Jorgensen, Head Librarian, with discussions by 7 special librarians on functions of

of recruiting to special librarianship.

S.F. Chapter Representative: Alleen Thompson

November 14 Wednesday

Location: World Trade Center Library, Ferry Building, San Francisco
Dinner: El Jardin Restaurant
Program: Methods meeting. Panel discussion on "Library Flooring, Lighting and Shelving" arranged and chaired by Miss Dorothy Cunningham of Dorothy Cunningham Associates (Library Consultants).
Members of the Panel:
Mr. Don D. Davis, Pacific Coast Manager, Armstrong Flooring
Mr. Glenn Smith, Lighting Engineer
Mr. Cooper and Mr. Moore, W. R. Ames Co., Metal Library Shelving
Hostess: Mrs Jeanne Nichols, Librarian, World Trade Center Library

January 16 Wednesday

Location: Lane Medical Library (Stanford Medical School)
Dinner: Stanford Coffee Shop
Program: Talk by Dr. H. Gifford, Library Committee Chairman of the Lane Medical Library, on the history of the medical school and library. This was followed by a tour of the library.
Hostess: Miss Clara Manson, Librarian, Lane Medical Library

February 28 Thursday

Location: Standard Oil Company of California Library
Dinner: Iron Duke Restaurant
Program: Mrs. Amy Rose, Pillsbury, Madison & Sutro Law Librarian, spoke on the adaptation of library techniques and procedures to a law firm. Mrs. Margaret Rocq, Chief Librarian, and members of her staff described the Standard Oil Company of California Library and its services. This was followed by a tour of the Library.
Hostess: Mrs. Margaret Rocq, Chief Librarian, Standard Oil Company of California Library.

April 4 Thursday

Cocktail party and dinner in honor of the Special Libraries Association President, Miss Katharine L. Kinder, at the Claremont Hotel, Berkeley.
Host for the cocktail party: Mr. William L. Butler, President of J. W. Stacey's, Inc. and his staff.

May 3 Friday

Location: Stanford Research Institute, Menlo Park
Dinner: Buffet dinner at the Institute arranged by our hostess.
Program: "A Research Look at Information Storage & Retrieval"
Merritt L. Kastens, Moderator, "Management's Viewpoint"
"An Engineer's Viewpoint"--Wm. D. McGuigan
"An Economist's Viewpoint"--John Strickland
"An Operation Analyst's Viewpoint"--Peter Butterfield
"A Scientist's Viewpoint"--Dan McLachlan, Jr.
Proceeding the program there was a tour of the facility.
Hostess: Miss Lorraine Pratt, Mgr., Library Services, SRI

May 21
Tuesday — Annual business meeting. Location unknown at this time.

SPECIAL EVENTS:

December 7
Friday — Theater Party for "The Desk Set" starring Miss Shirley Booth, followed by a reception for Miss Booth at the Cafe Mozart, San Francisco. During the reception Miss Booth was presented with a gold charm in the form of a book inscribed with the name of the chapter and the date. Mrs. Jeanne Nichols worked with Miss Booth's publicity man for the event and Miss Cecil Davis was our photographer.

Jane Wilson, Chairman, Program Committee

PUBLICITY COMMITTEE

The Publicity Chairman wrote and distributed notices of coming meetings to the local papers. Some of these appeared in one to three inch paragraphs.

Suggestions: The Publicity Chairman should have time to contact city editors personally and nudge them into printing more of the SLA releases. She should also report (or delegate someone to report) meetings and events rather than just announce them.

Marda Woodbury, Chairman, Publicity

RECRUITMENT REPRESENTATIVE

The major productive activity this year was the attendance of the SLA Recruitment Representative at the third annual conference of the Student Library Association of Northern California at Stanford University. The conference drew about 800 student library assistants who met in general session for several hours, then broke up into section meetings for further programs. The SLA Representative attended the senior high school group meeting of about 300 students, and was available to answer questions and hand out copies of "Putting Knowledge to Work," the SLA recruiting booklet, and other material. Students presented the major part of the program which had as its theme, "How About Librarianship for a Career?", and included an excellent handling of the section on Business Libraries.

It is recommended that the local chapter Executive Board seriously consider purchasing a supply of the SLA recruiting booklet in quantity sufficient to supply a copy for each chapter member, with the view that more members may be sparked to do personal recruitment and thereby become interested in recruitment committee work.

It is recommended also that next year, with an augmented committee and adequate supplies of hand-out materials, a concerted effort be made with high-school librarians and counsellors to reach and acquaint senior high school students with Special Libraries, a subject almost completely outside their personal experience. An initial step might be to invite high school librarians and counsellors to an appropriate chapter meeting.

Barbara White, Representative, Recruitment

SECRETARY

The following General Meetings have been recorded by the Secretary:

East Asiatic Library	- September 27
World Trade Center	- November 14
Lane Medical Library	- January 16
Standard Oil Library	- February 28
SLA President's Visit	- April 4

The following Executive Board Meetings have been recorded by the Secretary:

Standard Oil Building	- July 23
Mozart Cafe	- November 28
Lane Medical Library	- January 16
Location to be set	- May 21

Average attendance at meetings - 56.

The Secretary is editing and preparing for publication (courtesy of Wells-Fargo) the new Chapter Membership Directory, aiming for early June mailing to all members.

Irene Simpson, Secretary

TREASURER

(Preliminary)
June 30, 1956 - April 22, 1957

Balance on hand, June 30, 1956		$ 609.60
Receipts, June 30, 1956 - April 22, 1957		736.32
Budget check from SLA Headquarters	$ 131.19	
Bulletin advertising revenue	62.00	
Union List sales	13.93	
"Desk Set" theatre party	495.00	
Miscellaneous	34.20	
Disbursements, June 30, 1956 - April 22, 1957		856.30
Bulletin labor and supplies	$ 113.71	
Bulletin postage	33.70	
City sales tax on Bulletin	2.21	
General postage	11.35	
Scholarship and student loan fund contribution	25.00	
"Desk Set" theatre party	606.73	
Miscellaneous	63.60	
Balance on hand, April 22, 1957		$ 489.62

Barbara Houghton, Treasurer

DUPLICATE EXCHANGE

Two Duplicate Exchange Lists were issued - the Fall 1956 list was distributed in October to 31 libraries and contained contributions from 16 libraries; the Spring 1957, with 15 contributors, was mailed to 30 libraries in April.

A new plan was initiated this year. Each participating library sent to the Committee enough copies of its list to permit a package containing all the lists to be sent to each participant and, also, to all other libraries requesting a copy. The numberof copies required was announced in the semi-annual Chapter Bulletin announcements.

This method was set up by the Committee because the old plan, whereby each contributor sent in only one dopy and the committee assembled, duplicated and mailed the required number of copies, was most burdensome and time consuming. It was also proving expensive to the Chairman's company, which usually contributed the time and cost of duplicating the lists. The plan limited to a certain extent the selection of a Chairman, for in the past, it was felt that the committee should be chairmaned by a person whose company was willing to stand the cost of the duplicating.

For the first time this year the lists were mailed first class to insure that they would all be received at the same time. The cost for mailing was $8.10 for the Fall list and $5.00 for the Spring list.

All the contributing libraries were able to furnish the Committee with the required number of copies for each of the lists, and expressed satisfaction with the method. It is, therefore, recommended that the method be continued in the future.

Eugenia Ironside, Chairman,
Duplicate Exchange

UNION LIST SALES COMMITTEE

Early in 1956, the Stanford University Press returned the remaining stock of the 1939 edition of the Union List of Serials. Sales for this edition, priced at $5.00 plus applicable state and city tax, are now handled by this Committee. The Chapter Board should consider reducing the price to encourage sales, since it is still useful.

Three copies of the 1952 edition were sold this year, but the growth of new special libraries in the region might mean more sales in the future. Price for this edition remains $4.50 to members, $5.00 to non-members, plus applicable state and city tax.

Marie E. Koutecky, Chairman,
Union List Sales

LIBRARY PROMOTION COMMITTEE, 1956-57

The Committee continued to promote new special libraries in the area by contacting companies whose activities indicated an interest in library services. In each case a letter was sent to an appropriate official of the company offering loan of material on establishing a library, consultation with a Member librarian, and use of the Employment Committee.

.. Information made available to one firm, including assistance by the Employment Committee, resulted in the establishment of a library in San Francisco.

The Committee acquired a small supply of three articles published in 1957 on the organization and value of a company library and SLA's report on library plans and layouts, which will be made available on loan to interested companies.

Plans are underway to make known the services of this Committee to local professional technical organizations and also to college and university libraries whose staff members may receive inquiries from business firms. All Chapter members are urged to refer any such requests they may receive to this Committee.

Phyllis J. Anderson, Promotion Chairman
Elizabeth H. Holden, Employment Chairman
Mrs. Margaret M. Roc
Mrs. Marjorie Schuler
Lorraine Pratt
Alleen Thompson

****

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someone is blowing your horn!

In the December issue of Consulting Engineer, William H. Hyde, Librarian and Professor of Library Science at the Illinois Institute of Technology, authors an article entitled BUILDING AN ENGINEERING LIBRARY.

Some excerpts:

... "Today technical books and periodicals are to the consulting engineer what the laboratory is to the research chemist.

... Two and five-tenths percent of the research budget or an expenditure of $200 per technician is needed to maintain a satisfactory industrial library.

... Even the small engineering office library represents a considerable investment, but it is an invaluable behind-the-scenes element of a successful practice.

... Books and miscellaneous periodicals scattered haphazardly through several offices of a consulting engineering firm do not make a library.

... Membership in the Special Library Association is highly desirable."

In seven and one-half authorative pages this expert not only sells engineering firms on the importance of the library but is extremely helpful in suggesting organization, catalog systems, budgeting, making initial selections, where to buy, how to effect loans from large libraries, translation tips, plus actual basic lists of the general reference books, handbooks, textbooks and periodicals an engineering library should possess.

As a service to any industry or industrial library which does not have access to the December 1956 issue of "Consulting Engineer", we will gladly send a reprint of the entire article. Merely fill in, clip, and mail the attached coupon. Our supply is limited and will be distributed on a first-come, first-serve basis.

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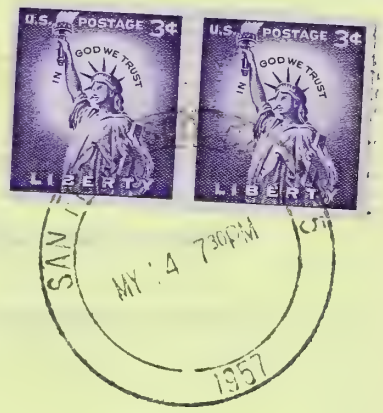
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Miss Genevieve Tompkinson
Mechanics' Institute Library
57 Post St.
San Francisco 4, Calif.

S. L. A. ARCHIVES

San Francisco Bay Region Chapter Bulletin



• Special Libraries Assn.

Vol. 28 No. 1 September 1957

SEPTEMBER MEETING

DATE: Thursday, September 19, 1957

PLACE: Golden Gate College Library, 220 Golden Gate Avenue (at Leavenworth) San Francisco. The Librarian, Paul Kruse, has invited us to visit the Library, which concerns itself with managerial information and other business services. The Library is on the fourth floor.

TIME: 8:15 at the Library. The group will go from the restaurant down Turk to Leavenworth and Golden Gate Avenue to arrive at 8:15 or shortly thereafter, that is, when the students have already entered the classrooms following the class break.

SOCIAL HOUR AND DINNER: Social hour beginning at 6:00, dinner at 6:45 at the Rathskeller, 602 Turk Street (at Polk), San Francisco. Entree: Wienerschnitzel. Price: $2.70 including tax and tip.

RESERVATIONS: To be made by noon Monday, September 16.

San Francisco	Library, Standard Oil Company of California SUtter 1-7700, ext. 2945
East Bay	Library, U. C. Institute of Transportation BEacon 5-6000, ext. 239
Peninsula	Library, Stanford Research Institute DAvenport 3-2421

OCTOBER MEETING

The annual joint North-South SLA meeting for 1957 will be held following the California Library Association convention. This year the CLA will meet in Fresno on October 17 and 18, but the Southern California Chapter suggested that our joint meeting be held on Saturday, October 19, in Monterey instead. We hope you agree that this will be a much more pleasant spot. Tentative plans include a luncheon and a short program devoted to our new consultation services to companies. A visit to the U. S. Naval Postgraduate School Library is on the agenda for those who missed the visit made by the chapter in 1955.

Since the first joint meeting in 1921, when only a few special librarians met at Lake Tahoe, more and more have taken this opportunity to see their Southern colleagues. These meetings, held almost annually since 1929, are arranged in conjunction with the CLA Annual Convention in various parts of the state.

Why not plan now to spend that weekend on the Monterey Peninsula?

CHAPTER CONSULTANT

We are fortunate to have the newly authorized post of Chapter Consultant filled by Margaret Rocq. Her experience and insight will enable her to offer much to those wanting advice and help in establishing a special library. The functions of this office include those of the Library Promotion Committee, which has been dissolved. Mrs. Rocq and Frank Long, the Southern California consultant, will discuss the new services to industry at our joint meeting in October.

NEW DIRECTOR FROM THE BAY AREA

Alleen Thompson, Librarian at the Atomic Power Equipment Department of General Electric, San Jose, has been elected one of the Directors on the National Board of SLA for the next three years. This is the first time our Chapter has had a Director since Margaret Hatch served, from 1948 to 1951.

1961 CONVENTION TO BE IN SAN FRANCISCO

In case some of you missed the notice in your July SLA Executive Board Bulletin about a convention site for 1961, San Francisco has been officially accepted as the location for that year.

Doris Lanctot has been serving as our Hotel Representative, and, with a committee, investigated the facilities of all the big hotels in San Francisco to determine which would be the best for convention headquarters. After careful deliberation and discussion with your Board, it has finally been decided that the Sheraton-Palace is the most practical place both for out-of-towners and for our local members. The dates have not been decided upon as yet, but it will undoubtedly be around the end of May or the first of June.

The San Francisco Chapter has not been host to a national convention since 1930, so it was high time that we issued an invitation

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145 Guerrero, San Francisco, UNderhill 3-0733

Advertising Editor: Marie E. Koutecky, Standard Oil Company of California Library
225 Bush Street, San Francisco, SUtter 1-7700
Ext. 2897

SLA BOOK EXHIBIT FOR UNESCO MEETING

Our Chapter has been asked by Mr. Robert Blum, President of The Asia Foundation and Chairman of the UNESCO Program Committee, to organize and supervise an exhibit of books about Asia and books by Asian authors in connection with the meeting of the Sixth National Conference of the United States National Commission for UNESCO, which will be held in San Francisco from November 6 to 9. The program theme will be "Asia and the United States, What the American Citizen Can Do to Promote Mutual Understanding and Cooperation." It is expected that more than 1000 delegates, representing organizations and institutions throughout the United States, will attend the meeting. Headquarters will be at the St. Francis Hotel. The first session, open to the public, will be held at the Opera House, and other plenary sessions in the Curran Theatre.

Jane Wilson, Librarian of The Asia Foundation, has agreed to serve as Chairman of the UNESCO Program Committee. Members of her planning committee are:

Phyllis Anderson, Librarian
Pan American World Airways, Inc.

David Herron, Associate Librarian
Hoover Institution on War, Revolution and Peace, Stanford University

Barbara Ivantcho, Head, Technical Processes, Stanford Research Institute

Hildegarde Millar, Librarian
U.C. Bureau of International Relations

Jeanne Nichols, Librarian
World Trade Center

Marjorie Schuler
J. W. Stacey's, Inc.

Joan Wolfram
San Francisco Sponsoring Committee

The Bay Area Chapter has a history of cooperation with UNESCO beginning with the first meeting in San Francisco in 1945, when Chapter volunteers assisted in getting the U. N. Conference Library collection and catalog ready for use. Mrs. Millar, again serving at a UNESCO meeting, worked closely with the U. N. Conference Library, supplying material and information. In 1955, she was appointed by the SLA President to represent SLA at the Tenth Anniversary U. N. Conference.

For that first meeting, the Chapter compiled a directory of special libraries in the San Francisco Bay Area, showing their resources, for possible use by the U. N. Conference Library. The Library, in its turn, sent staff members as guest speakers to Chapter meetings held during the Conference.

Since that time, the Chapter has also sent delegates to the 1948 Pacific Coast Conference, and, in 1950, sent a donation for the CARE book program.

This exhibit, then, is a continuation of the Chapter's active interest in UNESCO. If any of you would enjoy helping to man the exhibit, Jane Wilson would appreciate hearing from you. Call her at YUkon 2-4640.

LIBRARY SCHOOL TALK

Beverly Hickok was asked by Professor Wright to give a lecture on "Special Libraries" before his Summer Session class in "Introduction to Librarianship." She reports that quite a few questions were asked, and that some of the students seemed really interested in special library work.

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Perry and Kent -- SEMANTIC CODE DICTIONARY: Applications -- Equipment

J. W. Perry and Allen Kent, School of Library Science, Western Reserve. For librarians, scientists, technologists, all who must come to grips with the problem of obtaining the information they require from the huge and ever growing mountain of recorded literature. In order to use machine literature searching, ideas must be coded according to their semantic content. A major portion of this book consists of two tabulations, words (and terms) arranged alphabetically, with their corresponding words or terms. The text explains how semantic coding may be applied and used for various purposes. An appendix on searching equipment is of special interest to electrical engineers, computer technologists, and those interested in operations research. November. 700 pages. Interscience. Price not set.

Shera -- ADVANCES IN DOCUMENTATION AND LIBRARY SCIENCE, Vol. 1: Progress Report in Chemical Literature Retrieval

Edited by Jesse H. Shera, Dean, School of Library Science, Western Reserve. Vol. 1 editorial staff: Gilbert L. Peakes, Union Carbon and Carbide Corp., Allen Kent, and James W. Perry, School of Library Science, Western Reserve. Based on Symposia of the Division of Chemical Literature, American Chemical Society, held in Minneapolis, September, 1955, and in Dallas, April, 1956. The first symposium is a collection of papers on the frontiers of non-conventional methods for information retrieval and collection. The second symposium in this volume is a review of the field of punched cards, starting with elementary principles and going through ramifications and applications. November. 220 pages. 71 illustrations. Interscience. About $4.

UNION LIST OF PERIODICALS

Now's your chance to buy that much needed second copy - or to replace worn out or lost copies of the Union List. The Board of Directors have voted to lower the price on both editions, the 1939 edition (we still have a few left) and the 1952 edition.

The price now is only $2.50 each (plus applicable state and city taxes). But you can buy the set (1939 edition and 1952 edition) for $4.00 (plus tax).

Phone or write:

Marie E. Koutecky
Library
P. O. Box 3495
San Francisco 20, Calif.
Telephone: SUtter 1-7700
Ext.2967

TRANSLATORS LIST

The Translators List, issued by the Chapter in June 1954, should be brought up to date. Send your suggestions for changes and additions to:

Katherine Reinau Taylor
Chemical Library Service
208 Panoramic Service
Berkeley 4
Telephone: THornwall 3-0837

Be sure to include the following information:

Name
Address
Telephone
Languages
Subjects
Rates (if available)

WELCOME TO THE FOLLOWING MEMBERS:

NEW

Mrs. Ellyn Broomell Beaty
113½ W. Woodlawn Ave.
North Augusta, S. C. -III

Miss Jean Hudson
65 Park Drive, Apt. 20
Boston, Mass. -VI

Miss Helen I. Mootz, Librarian
City and County of San Francisco
Room 206, City Hall
San Francisco 2, Calif. -III

Mrs. Ruth Steiner
Tracerlab, Inc., Western Div.
2030 Wright Ave.
Richmond 3, Calif. LabIII

Miss Mary Margaret Smith
Brisacher, Wheeler Division of
Cunningham & Walsh, Inc.
1660 Bush
San Francisco 9, Calif. AIII

Mr. Tadashi Yoshida
2148 Oregon St.
Berkeley 5, Calif. LadIV

REINSTATEMENTS

Mr. Glen R. Maynard
U. C. Radiation Lab.
Box 808
Livermore, Calif. L-III

Miss Mary E. Poole, Business Librarian
The Libraries, Columbia University
New York 27, N. Y. AIII

Miss Veronica Julia Sexton, Exec. Ln.
California Academy of Sciences
Golden Gate Park
San Francisco, Calif. (additional) HV

TRANSFER

Miss Gertrude A. Ross
408 University Ave.
Davis, Calif. L-III

FALL 1957 DUPLICATE EXCHANGE

Fifty copies of each list will be needed for the Fall list. For convenience in packaging, they should be on 8½" x 11" sheets. It is requested that the form be as compact as possible, typed single space in order to reduce the weight of the package. If, for some reason, any library finds it impossible to supply multiple copies of its list, the Chairman (OL 3-2100) will be glad to help solve the problem.

Deadline for contributions is October 1st. Want lists need not be accompanied by duplicate lists. Note should be made of how long material will be kept before discard.

Distribution of sets of lists will include all contributors, and any other libraries or individuals who request sets by filling out and returning the attached blank by October 1st.

Eugenia Ironside, Chairman
Duplicate Exchange Committee

- -

Miss Eugenia Ironside
Shell Development Company
Emeryville, California

Please send a set of the Fall 1957 duplicate exchange lists to the following address:

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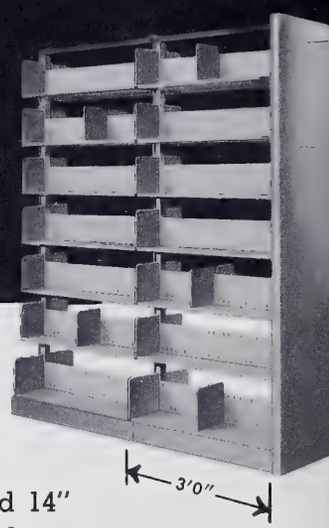
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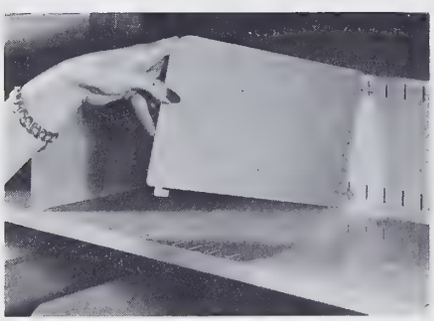


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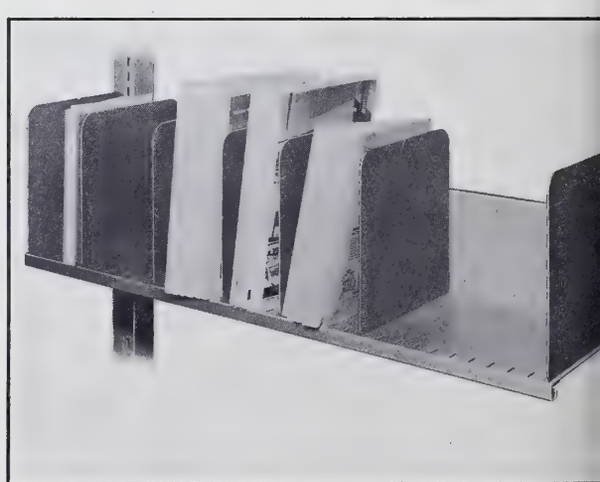


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shown with end panel.
Base shelf 10″ or 12″



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Our thanks in advance to each of you.

Jeanne Nichols, Chairman
Publicity Committee
World Trade Libraries
World Trade Center
San Francisco 11, Calif.

USE THIS CLIPPING

OCTOBER WORKSHOP

A TWO-SESSION WORKSHOP on the organization of a small special library collection will be held in October in Oakland. While the collection is in the field of SOCIAL WELFARE, the techniques will apply to any field.

If you are interested in participating, please fill out the coupon below and send it in by Friday, September 13.

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I plan to participate in the workshop, and should prefer to have the two sessions held

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Signed: _____

CHAPTER HISTORY

To commemorate the 50th Anniversary of SLA, which will be celebrated at the Atlantic City Convention in 1959, each of the Chapters and Divisions was asked to write a history. Margaret Hatch, one of the founders, has written a history of our Chapter. Knowing that all of the members would be interested in learning more about their own Chapter, we are going to include portions of it.

START OF THE CHAPTER

The early 1920's were years of rapid growth of business and industry in California. The petroleum industry was one of the leaders, and the Standard Oil Company of California's library, established in 1918, was meeting increased demands. The Company's librarians, in their search for information sources, found a few other libraries in business organizations in San Francisco. These libraries agreed that working together would increase their effectiveness, and the original group met in 1921 to form a local association of special libraries.

The six librarians in the original group were:

Mrs. Alice Cook, S. F. Chamber of Commerce, Research Department
Hildegarde Flugel (Millar), Standard Oil Company of California
Margaret Hatch, Standard Oil Company of California
Minnie A. Lewis, General Electric Company
Hilda Palache, Federal Reserve Bank
Annette Windele, Mercantile Trust Company.

Mrs. Millar and Miss Hatch, both among the founders, are still active members of the Chapter. These six, with new members, held any necessary offices, and conducted monthly meetings and other activities up to October 1924, when the association, now grown to thirty members, organized a Chapter of the Special Libraries Association, under the leadership of K. Dorothy Ferguson, Bank of Italy, as the first President.

Highlights in our Chapter's history will be included in future editions of the Bulletin.

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Katherine Taylor

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KEEP THIS PAGE



Mrs. Isabella L. Nestor, Librarian
Crocker-Anglo National Bank
1 Sansome St.
San Francisco 4, Calif.

SPECIAL LIBRARIES ASSOCIATION - SAN FRANCISCO BAY REGION CHAPTER

OCTOBER MEETING
ANNUAL JOINT MEETING WITH THE SOUTHERN CALIFORNIA CHAPTER

DATE: Saturday, October 19th 1957

PLACE: NEIL DE VAUGHN'S FISH & STEAK HOUSE on Cannery Row, 654 Ocean View Avenue, Monterey. Follow Lighthouse Avenue past the Presidio to Hoffman Avenue. Turn right and proceed to Ocean View Avenue. LUNCHEON will be $2.50 including tax and tip. This will be a complete meal with soup, salad, choice of tenderloin tips, steak sandwich, or crab or shrimp louis, drink and dessert.

PROGRAM:

9:30 - 11:30 VISIT to the U. S. Naval Postgraduate School Library, Monterey. It is located between Fremont Street and Del Monte Avenue on the old Del Monte Hotel grounds. Enter via the Del Monte Avenue gate.

12:30 LUNCHEON

2:30 PANEL on "Interlibrary Problems for Special Libraries." (This is a change from the program as announced in the September Bulletin, but it was decided that this subject would be of greater interest to members of both chapters.)

MODERATOR: Mrs. Margaret Uridge, Head, Interlibrary Borrowing Service, University of California at Berkeley

Miss Marjorie Griffin, Librarian, International Business Machines Corporation, San Jose

Mrs. Elizabeth Roth, Assistant Chief Librarian, Standard Oil Company of California, San Francisco

Mrs. Nell Steinmetz, Librarian, Pacific Aeronautical Library, Los Angeles

4:00 - 5:00 VISIT to the U. S. Naval Postgraduate School Library for those who did not arrive early enough to see the library in the morning.

TRANSPORTATION: If you want a ride or have a ride to offer from this area or from Fresno, call Patricia West at DAvenport 4-1661 (direct dial from the Bay Area) or write her at General Electric Microwave Lab., 601 California Avenue, Palo Alto.

RESERVATIONS: To be made by noon on Monday, October 14th

San Francisco: Standard Oil Co. of California, SUtter 1-7700 Ext. 2945

East Bay: U. C. Institute of Transportation, BEacon 5-6000 Ext. 239

Peninsula: Stanford Research Institute, DAvenport 6-6200

TAKE ADVANTAGE OF THE ONLY OPPORTUNITY OF THE YEAR
TO MEET THE MEMBERS OF THE SOUTHERN CALIFORNIA CHAPTER





Miss Katherine Karpenstein
P. O. Box 3495
Standard Oil Library
San Francisco 20, Calif.

San Francisco
Bay Region
Chapter Bulletin
• Special Libraries Assn.



Vol. 28 No. 2 November 1957

NOVEMBER MEETING

DATE: Wednesday, November 20, 1957

PLACE: University of California Radiation Laboratory, Berkeley. The Radiation Laboratory is a research installation under contract to the Atomic Energy Commission, administered by the University. There will be a special speaker, and we are to have a conducted tour in small groups. The Bevatron will be in operation, and we will have a chance to look in on a robot. The tour will end in the technical library where Mrs. Helen Brenner is librarian. If you wish to bring guests, please do so.

TIME: 6:30 at the Radiation Laboratory cafeteria. The meeting and tour will begin from here, after dinner, at 7:30.

DINNER: The cafeteria, which is a showplace, will be open for us. Entree will be roast beef. Price is $2.75 - all included.

SOCIAL HOUR: For those who can come early an informal social hour will be held at Berkeley Square, 1333 University Avenue (near Sacramento St.) from 5:30 to 6:15.

TRANSPORTATION: Transportation will be by private cars. There is a large parking area near the cafeteria. See the map on page two. Guards will be notified of the number coming. If you need a ride, or can offer one, call Mrs. Anne Protopopoff, PRospect 6-4110.

RESERVATIONS: Must be made by 4 p.m., Wednesday, November 13, a week before the dinner so that the cafeteria can order. If you cannot attend the dinner but are coming to the meeting, it will be necessary to make a reservation by Monday noon, November 18.

San Francisco: Library, Standard Oil Company of California
SUtter 1-7700, ext. 2945

East Bay: Library, U. C. Institute of Transportation
BEacon 5-6000, ext. 239

Peninsula: Library, Stanford Research Institute, DAvenport 6-6200

PANEL on INTERLIBRARY PROBLEMS FOR SPECIAL LIBRARIES

The joint meeting with the Southern California Chapter held at Neil De Vaughn's on Cannery Row in Monterey was a panel on "Interlibrary Problems for Special Libraries." It was a particularly lively meeting, with an attendance of about 75, which brought the wonderful cooperation taking place between libraries as well as the growing problems connected with interlibrary lending and borrowing, to our attention.

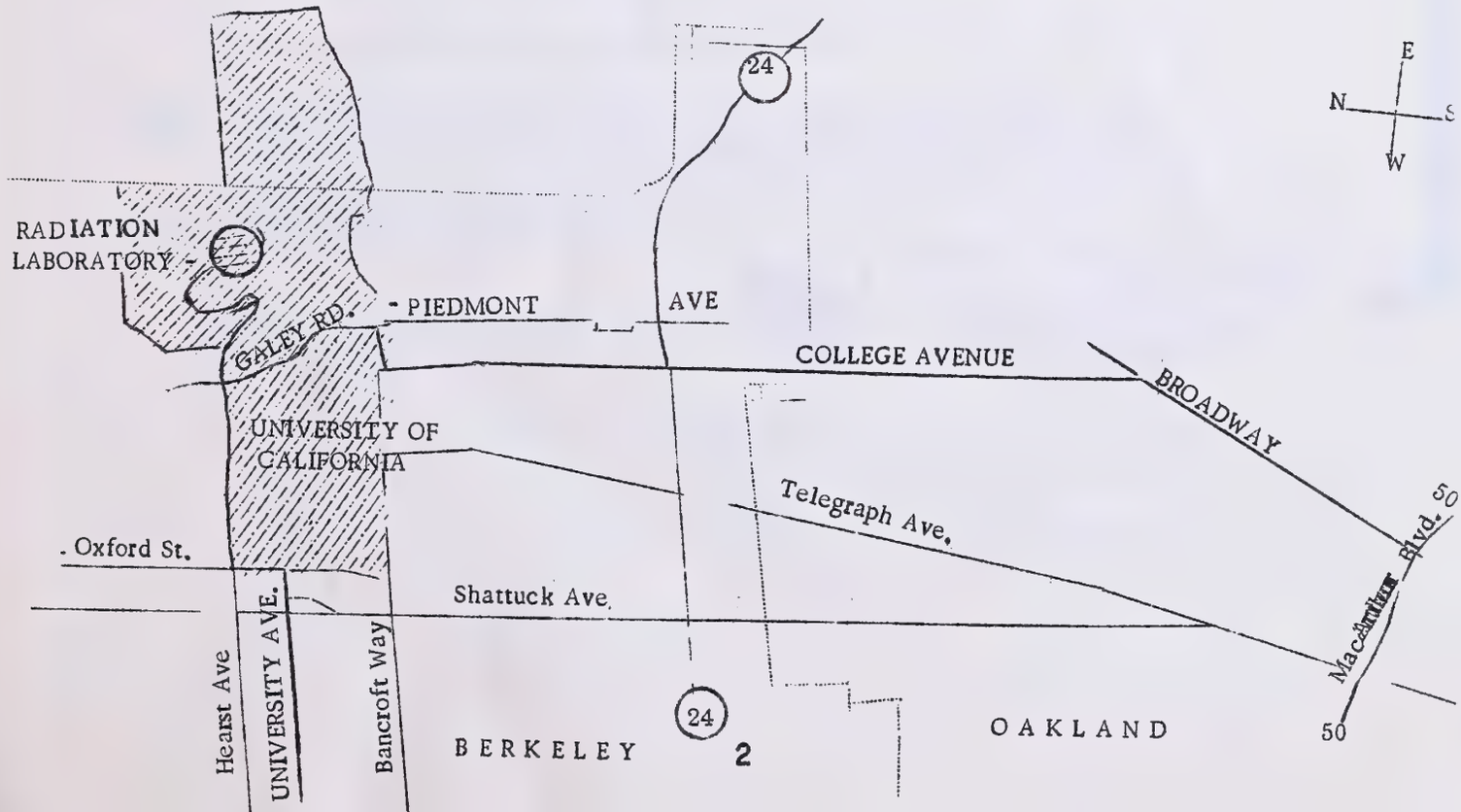
Moderator was Mrs. Margaret Uridge, Head, Interlibrary Borrowing Service, University of California at Berkeley. Mrs. Uridge, who was active in producing the 1956 revised edition of the ALA General Interlibrary Loan Code, brought a national viewpoint to this problem. Members of the panel representing the borrower's point of view were Miss Marjorie Griffin of International Business Machines, San Jose, and Mrs. Nell Steinmetz of Pacific Aeronautical Library, Los Angeles. Representing the lender's point of view were Mrs. Esther Euler of the University of Los Angeles at Los Angeles and Mrs. Elizabeth Roth of Standard Oil Company of California, San Francisco.

Among those contributing to the discussion were: Ed Coman, Librarian, U. C. at Riverside, Al Bradley, Atomics International, Los Angeles, Elmer Grieder, Associate Director, Stanford University Libraries, Constance Lee, Reference Librarian, California State Library, Mrs. Carmenina Tommasini, Administrative Librarian, U. C. Medical Library, Mrs. Anna Hoen, Reference Librarian, Lane Medical Library, Rocco Crachi, Head, Loan Department, U. C., Mrs. Doris Banks, Librarian, Hughes Aircraft, Los Angeles, Hope Smalley, Librarian, U. S. Navy, C.E.R.E.L., Port Huenene, Dick Rankin, Los Angeles County Library, Margaret Cressaty, Librarian, Osteopathic Physicians & Surgeons, Los Angeles, Joe Ryus, Catalog Department, U. C., Sherry Taylor, Prudential Insurance Co., Los Angeles, Paul Kruse, Librarian, Golden Gate College Library, Patricia West, Librarian, General Electric Microwave Lab., Palo Alto, Marguerite Seager, U. S. N. O. T. S., Pasadena.

A tape recording was made of the Monterey meeting, and there has been some discussion about playing it for a group at the U. C. campus. If you are interested let Mrs. Uridge know before November 18. Her Telephone number is AS 3-6000, ext. 627.

- - - - - - -

ROUTES TO UNIVERSITY OF CALIFORNIA RADIATION LABORATORY



something *for the boss*

THE VALUE OF A LIBRARY TO MANAGEMENT is the title of a recent talk given by Robert L. Wehrli, General Manager of the Robertshaw-Fulton Controls Company in Anaheim to the Southern California Chapter of Special Libraries.

EXCERPTS:

... "...management looks at the library as a service or tool. It is a tool used by trained personnel in the performance of their tasks.

... Since the library supports company personnel directly, it is intimately linked to the company success.

... The library, in raising the effective experience level of company personnel makes it possible to save time on all programs and to reach a level of technical achievement, which otherwise would be unobtainable.

... From a dollars and cents standpoint the library, in its "aid to personnel" role, measures well...

... The library has to have a great deal of information, good information, available and it has to be able to provide it quickly in order that the personnel use it...

... a company library is good business."

THIS INDUSTRIAL EXECUTIVE also states that a library must "sell itself". As an aid in this endeavor and a service to you we will gladly send as many reprints of this talk as you need for circularization to the appropriate people in your firm.

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Please send me ___ copies of the talk entitled "THE VALUE OF A LIBRARY TO MANAGEMENT.

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UNESCO EXHIBIT

The Chapter is grateful to all those who have helped arrange the exhibit on books about Asia, and by Asian authors. for the UNESCO San Francisco meeting:

- Northern California Booksellers' Association - responsible for supplying the books
- George Collopy, art director for Pan American, who is planning the layout, and designing the posters and display boards
- Podesta Baldocchi - supplying its ever-beautiful and justly famous flowers.

How many can match Mrs. Hildegarde Millar's offer to help man the booth at the St. Francis all four days, November 6 - 9?

Jane Wilson, Chairman for the exhibit, is also the official SLA representative to the conference.

ARMED SERVICES TECHNICAL INFORMATION AGENCY

ASTIA has just opened shop locally, with the services of Roy Nielsen and Ed Larson, both formerly with the U. S. Naval Radiological Defense Lab. Their regional office is in the Oakland Army Terminal (TWinoaks 3-4100, ext. 2224).
Mr. Nielsen says,

> "It will be a very special kind of librarianship - reference service to scientists and engineers employed by firms with contracts for technical services to the Army, Navy, and Air Force ... 'library material' is microcards and catalog cards for research and development, technical reports of interest to the Dept. of Defense and its contractors."

CHANGES AT PAN AMERICAN

Phyllis Anderson assumed a new position in PAA's Economic Planning department on October 1. Her work will involve market research with collateral duties as a source specialist for other functions of the department. She will, of course, continue to be active in SLA.

Betty Jo Hardison, who has been on PAA's library staff for two years, was appointed librarian.

LORRAINE PRATT LEAVES FOR CHILE

On October 20th Lorraine Pratt left to undertake an assignment of five months duration as a consultant to the Council of Rectors of the Universities of Chile concerning the establishment of a central library for that country.

This part of a project whereby Stanford Research Institute, working with the International Cooperation Administration (ICA/Chile) has been retained to assist in improving University training facilities and competence in the fields of techno-economic planning and scientific research, so that they can more efficiently contribute to the economic development of the country.

We all hope that Lorraine will be back in time to take over as President in July In the meantime, Barbara White has agreed to serve as Acting Vice-President and Membership Chairman.

COMMITTEE ADDITIONS

Consultant Committee: Margaret Rocq has added Phyllis Anderson to her group. She will carry on the work of the former Promotion Committee, as a sub-committee. The Committee needs all members to contribute to its work. If any of you hear of a firm planning a library, or of an organization that can be encourgged to do so, tell Phyllis Anderson or Margaret Rocq.

Hospitality Committee: Perry Conway is now working with Patricia West.

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DEPOSITORY LIBRARIES

Mary Moses represented the Chapter on October 10th at the San Francisco hearings of the Subcommittee to Study Federal Printing and Paperwork of the Committee on House Administration on H.R. 9186, 85th Cong., 1st Sess., a bill "to revise the laws relating to depository libraries."

SLA'S 50TH ANNIVERSARY

1959 will mark SLA's 50th anniversary. Until then, the national Public Relations Chairman will be assisted by Jeanne Nichols, our Chapter's 50th Anniversary Publicity Chairman.

1961 NATIONAL CONVENTION REPORT

Word has arrived from the National Executive Board: approval of our choice of place - Sheraton-Palace headquarters - and time - May 28 to June 1,1961 - for the national SLA convention in San Francisco

FUTURE MEETINGS SCHEDULED FOR 1958

January 16: Society of California Pioneers, San Francisco,

February 13: Cataloging and Classification Methods Meeting. (see questionnaire, p. 7)

March 22: Hoover Institution on War, Revolution and Peace, at Stanford.

April: Methods meeting.

May: Annual business meeting.

NOTE: There is no December meeting.

"THE DESK SET"

A first for the senior class at Berkeley High School. They are presenting "The Desk Set" on November 1st and 2d. As far as can be determined no other high school group has attempted it.

* *

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* *

Bulletin Editor: Marie G. Abbruzzese, Library, Mary's Help College of Nursing
145 Guerrero, San Francisco, UNderhill 3-0733

Advertising Editor: Marie E. Koutecky, Standard Oil Company of California Library
225 Bush Street, S. F., SUtter 1-7700,ext.2897

NEW MEMBERS

Mrs. Mildred B. Nelson
Division of Economics Research
Stanford Research Institute
1927 University Ave., Palo Alto

Mrs. Georgia B. Perry
Tidewater Oil Co.
Non-Divisional Exploration Dept.
79 New Montgomery St., S. F. 20 LdII

Miss Verna Van Velzer, Cataloger
Stanford Research Institute Library
Menlo Park BV

TRANSFERS

Mr. A. T. Birrell
1429 - 28th St.
Sacramento VI

Mrs. Margaret N. Sloane
Post Library
Fort Ord, California RIII

ADDRESS CHANGES

Mrs. Lillian Altman
3065 Montgomery Way, Sacramento

Mr. Ervin Eatenson
455 E. St. John, San Jose

Miss Mary E. Poole
c/o Mrs. John W. Lovli
3225 Ella Lee Lane
Houston 16, Texas

Mr. Roy Nielsen
638 Viona Avenue, Oakland 10, Calif.

COMING UP - 1958 SLA MEMBERSHIP DUES

Marion Lucius, Executive Secretary of SLA, reminds us that although the SLA fiscal year has changed, the membership year is still the same. So if you meet anyone eligible for membership remind him that joining after July 1st means only half-a-year's dues.

1958 AWARDS

If anyone has suggestions as to possible candidates for the 1958 Professional Award let Beverly Hickok know (BEacon 5-6000, ext. 239).

NEWS !!

Do you have something you would like all the members to know? New staff? New equipment? New ideas? Any new development? Call your editor -UN 3-0733,Library.

* *

A R T I S A N B I N D E R Y

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MEDICAL JOURNALS

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reasonable prices

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Oakland 12
California

* *

For the methods meeting on CATALOGING AND CLASSIFICATION PROBLEMS in February we are fortunate to have Miss Anne Ethelyn Markley, Assistant Professor of Librarianship at the University of California. So that we may organize this meeting, and let Miss Markley know of the specific kinds of problems to be discussed PLEASE RETURN THIS QUESTIONNAIRE IMMEDIATELY IF YOU EXPECT TO ATTEND THE MEETING.

- - - -



Miss Katherine Karpenstein
Archives Chmn.
Standard Oil Co. of Calif.
Box 3495, San Francisco 20,
Calif.

San Francisco Bay Region Chapter Bulletin • Special Libraries Assn.



Vol. 28 No. 3 March 1958

MARCH MEETING

MR. PHILIP T. McLEAN, the Librarian of the HOOVER INSTITUTION ON WAR, REVOLUTION AND PEACE will discuss the role of the Library in the Institution at our luncheon meeting on March 22, 1958, at RICKEY'S STUDIO INN, Palo Alto. We will gather at Rickey's at noon for the social hour, and have lunch at 12:30. Guided tours of the Institution will be arranged for groups of 10 to 15 visitors after the meeting. Since Hoover Tower opens at 10 a.m. on Saturday, and since Rickey's is just down El Camino Real (3½ miles) from Stanford campus, anyone can visit the Tower and exhibition rooms in the morning or between tours in the afternoon.

GUESTS ARE WELCOME!

Dorothy Jones of Firemen's Fund Insurance Group (JOrdan 7-5000, ext. 497) is coordinating transportation arrangements for members.

To reach Stanford: Take either the University Avenue or the Embarcadero Road Exit from Bayshore. Both will lead you across El Camino Real and directly onto the campus.

* * *

WITH THIS, THE MARCH MEETING, WE BEGIN SENDING OUT POSTCARD NOTICES FOR ALL MEETINGS - THE BULLETIN WILL THEN CONTAIN ADDED INFORMATION ABOUT PROGRAMS, BUT YOUR POSTCARD NOTICE WILL HAVE ALL THE ESSENTIAL DATA. THE BULLETIN WILL CONTINUE TO COME OUT FOUR TIMES A YEAR.

LORRAINE PRATT HOME -

Welcome to Lorraine Pratt, who has just arrived home from Chile and her special project. She has already resumed her Vice-Presidency duties. After catching up with duties at Stanford Research Institute and writing reports for the International Cooperation Administration will there be a report for us, too, Lorraine?

- MANY THANKS, BARBARA WHITE

The Chapter appreciates the wholehearted way in which Barbara White assumed the duties of Acting Vice-President and Membership Chairman while Lorraine was in South America. Will she accept just our thanks? We would offer a southern cruise if we could.

- AND EDWARDA ADAMS

We also must thank Edwarda Adams for taking over as Recruiting Chairman in Barbara White's place. The Chapter is most fortunate in having such active members willing to accept added duties when called upon.

* * *

LAST CALL FOR MEMBERSHIP DUES
IF DUES ARE NOT PAID BY MARCH 31,1958
YOUR NAME WILL BE DROPPED FROM
THE MEMBERSHIP LISTS!!!



1958 ELECTIONS - NOMINATIONS

Gwen Lloyd, Chairman of the Nominating Committee, will be ready to report on the slate for next year's offices at the March meeting. Additional nominations can be presented from the floor if the acceptance of the candidates has been obtained beforehand.
Assisting Gwen in this work are:

Barbara Houghton
Doris Lanctot
Elizabeth Roth
Alleen Thompson.

FOR FUTURE LIBRARIANS - SCHOLARSHIP AND LOAN FUND

The Chapter Executive Board has voted to donate $30 to the Scholarship and Loan Fund on behalf of the membership. You are urged, however, to make individual contributions. The quality, in all respects, of those who have been awarded scholarships in recent years has been amazingly high.

FUTURE MEETINGS:

WEDNESDAY, APRIL 23

For a space-age future - how well are the public schools serving America? DR. ARTHUR F. COREY, Executive Head of the largest state professional organization of teachers in the United States, will examine this question at our April 23d meeting. Former public school teacher and administrator, and head of the 93,000 member California Teachers Association since 1947, Dr. Corey brings a wealth of experience to this evaluation of today's public school systems. Chapter members who heard him speak at a CLA convention report that he is a dynamic speaker, his approach to his subject engrossing.
Further details about time and place will be announced by postcard.

* * *

NATIONAL LIBRARY WEEK
MARCH 16 - 22, 1958

* *

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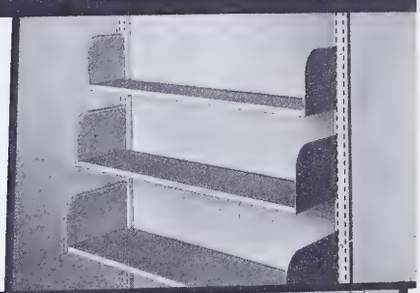
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AMES

WALL-HUNG EQUIPMENT

for schools, libraries, offices

TO MEET YOUR INDIVIDUAL REQUIREMENTS



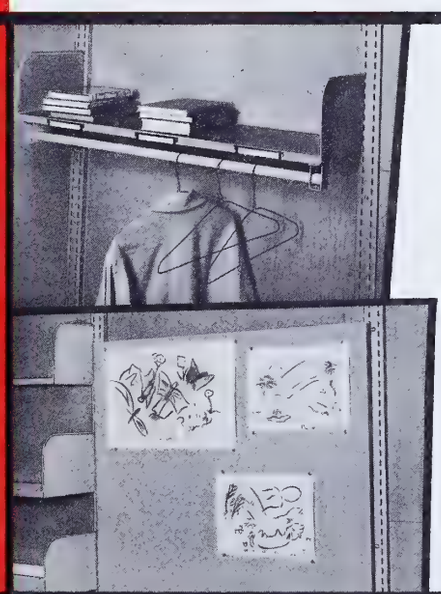
STANDARD BRACKET-TYPE SHELVES

Plain or with vertical dividers, these sturdily-built steel shelves accommodate such items as books, magazines, newspapers, record players and other classroom supplies.
Install at any desired heights.
Length: 36" Depths: 8", 10" or 12"



CHALKBOARDS

Vertically mounted blackboards, with all their multitude of uses in classrooms or in meetings, are quickly and easily installed or adjusted to the height of the teacher or any age group of students.
Width: 35½" or 71½" Height: up to 48"
*See note below



COAT-RACK SHELVES

Eliminating the need for a separate coatroom, Ames dual-purpose shelves provide classroom space for lunches, hats and bundles, with a rod below for hanging coats and jackets. Adjust height to children's ages.
Length: 36" Depth: 12"

TACKBOARDS AND PEGBOARDS

The ever-present problem of finding a convenient place for posting notices, bulletins, displays and exhibits of pupils' handiwork finds a solution in wall-mounted tackboards and pegboards, movable from place to place.
Tackboards . . . Width: 35½" or 71½" Height: up to 48"
Pegboards . . . . Width: 36" Height: up to 24"
*See note below

A. I. A. FILE NO. 35-B-1, 2, 4



SLOPING DISPLAY SHELVES

The sloping shelves, with a ridge on the forward edge to prevent any sliding, are ideal for displaying and reading of magazines and periodicals. Store back issues on a level shelf below the sloping one.
Length: 36" Depth: 10" Surface: 14½"

save space . . . time . . . money . . . effort



LIGHTWEIGHT DESKS

Extra depth in these sturdy, steel shelf-tops makes them useful as desks or as storage or display areas for larger materials. Without the usual large end brackets, they offer a smooth writing surface.
Length: 36" Depth: 18"

*IMPORTANT NOTE: Mounting strips will accommodate boards of sizes shown above. Ames does not supply the chalkboards, pegboards or tackboards. Ames does supply the mounting or wall strips.

AMES

WALL-HUNG EQUIPMENT

maximum flexibility at minimum cost

EASIER TO INSTALL...

The vertical steel columns which hold all Ames Wall-Hung units in place are simply and quickly installed. They are attached to the wall at 36 inch intervals by school maintenance personnel. When columns are attached to a wall, their perforated slots will accommodate the supporting end brackets of all shelves and boards.



EASIER TO ADJUST...



A primary advantage in using Ames Wall-Hung Equipment is that changes may be made with no delay. Chalkbords, tackboards and pegboards may be interchanged in a moment's time, according to the needs of the classroom or adult meeting. Shelves may be placed at any height desired, according to the ages of children in a class, or the size of books on the shelf below. They may be moved upward or downward, or lengthened by the addition of more 3 foot units. Items can be moved from place to place, making rooms more versatile.

WITH 3-FOLD SAVINGS...

time

A whole display, a whole shelf of books or exhibits, can be moved and replaced within a few moments, and with a minimum of effort. Everything that is wall-mounted for a classroom or a meeting is quickly placed where needed.



money

The portability of wall-hung equipment makes it obviously economical. Costs can be reduced as much as 50% by using this equipment instead of free-standing cabinets or permanently built-in shelves and boards.



space

The ability to attach Ames shelves, display boards and desks to any wall in a room permits maximum use of available space. Too, it often frees other rooms ordinarily needed for storage or as cloakrooms.



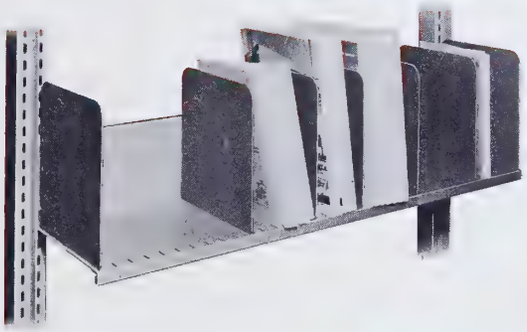
TO MEET YOUR INDIVIDUAL REQUIREMENTS

Whatever your special needs or problems may be, W. R. Ames Company will be happy to help you meet them by supplying, without cost or obligation to you, additional information on types and sizes of equipment, budget prices, suggested room layouts and descriptions and photos of other recent installations of a comparable nature.

WALL-HUNG EQUIPMENT
and supplementary equipment

Here are the invaluable "extras" designed by Ames to provide added usefulness for wall-mounted shelves and boards, and to make storage, display and reference easier and faster.

DIVIDED SHELVES FOR VERTICAL FILING



Ames Divided Shelves provide a low cost, time and space-saving system for the upright filing and storing of folders, phonograph records, periodicals, etc., which will not stand alone vertically on standard shelving. Label holders (see below) can be attached and dividers arranged to form compartments for individual students' work materials.
Ames Divided Shelves, available in 10, 12 and 14 inch depths, are interchangeable with practically all makes of bracket-type book shelving.

BOOK TRUCKS WITH REMOVABLE SHELVES

Ames Book Trucks accommodate six standard 36 inch bracket-type shelves, which are removable and interchangeable on the slotted uprights on either truck or wall. This allows moving loaded shelves to and from the point of use. Trucks are also useful for temporary storage, reshelving of returned books, as a portable display case, etc. Dimensions: height, 40½"; width, 16"; length, 39½"; weight with six shelves, 75 lbs.



BOOK SUPPORTS

wire type
Available for 8", 10" and 12" shelves. Supports snap into flanges of shelf above books to be supported. Easily adjusted by hand pressure.



plate type
Available in one size for all shelf depths.

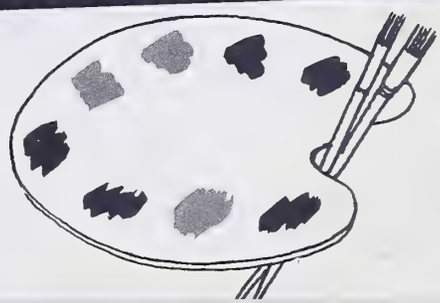


shelf label holder
Statuary bronze plated. Snaps on front edge of shelf. No projection to interfere with or damage books. Accommodates 2 x 12.5 cm. standard label.



All this and COLOR, too!

Ames Wall-Mounted Equipment is available in a choice of 18 attractive colors, to harmonize with any room finish and other furnishings.



WALL-HUNG EQUIPMENT

specifications

NOTE:
This specification is intended as a convenience for architects and others specifying wall-hung equipment. Special equipment should be specified in detail. Specifications are available for all library equipment and accessories.

SPECIFICATIONS FOR WALL-HUNG EQUIPMENT:

GENERAL DESCRIPTION: The shelving shall be Bracket-Type Wall-Hung steel library shelving. Columns shall consist of column strips perforated on 1″ centers to allow maximum vertical adjustability of the shelves. These strips shall be of no less than 18-ga. material and shall be suitable for direct fastening to the walls. These channel-shaped strips shall be of sufficient depth to receive the bracket hooks, yet remain as close to the wall as possible. These strips shall be 7′-6″ in height or as specified on the drawing.

SHELVING: Shelving shall be selected from the types below and in the quantities indicated on the drawings or as listed in the specifications:

1. Standard shelving. All book shelves shall be 18-ga. steel formed to a ¾″ deep open box section at front and back edges. Brackets for book shelves shall be 16-ga. steel with front and top edges rolled outward, approximately ¼″. The front upper corner shall be rounded to a generous radius. The back edge shall have two hooks for support and one lug to maintain alignment and to prevent accidental dislodgment of brackets. Brackets shall be joined to shelves without fastenings. The bracket shall have a smooth, continuous hem into which the shelf end nests, leaving no raw edge or projections. Brackets shall remain upright when shelves are removed, for ease in relocating. The complete assembly of shelf and bracket, when hung on uprights, shall be capable of supporting a uniformly distributed load of 40 lbs. per sq. ft. with no permanent distortion. 8″, 10″, or 12″ shelves are available.
2. Lightweight desks. 18″ deep shelf with concealed brackets.
3. Board mounting hardware. Horizontal channel top and bottom with hooks to engage column slots. Specify if chalk or tack boards are to be supplied by Ames under this specification.
4. Coat rack shelves. Standard 12″ shelves with aluminum tube beneath to accommodate coat hangers.
5. Divided shelves. Shelves shall be divided type which consists of a shelf with integral back slotted on one inch centers to receive removable adjustable vertical dividers of 16-ga. steel. Slots in the shelf and back shall be arranged to permit both shelves and dividers to be locked in position so that they cannot be removed accidentally. Specify 10″ with 9″ high dividers, 12″ with 6½″ high dividers, or 14″ with 9″ high dividers.
6. Magazine shelves. Sloping magazine display shelves shall be of 18-ga. steel with turned-down flanges on the ends and back. The front edge shall be hemmed and then turned up to form a lip of approximately ¾″. The brackets shall be 16-ga. steel with projecting hooks to engage in the perforations of the conventional column. The brackets shall be designed so that they do not project above the surface of the shelf, thus providing a continuous sloping surface across adjacent units. These sloping shelves can be used alternately with a flat shelf so that back issues of the periodicals can be stored on the flat shelf. Specify if desired.

ACCESSORIES: For example, shelf label holders and book supports as specified by architect or librarian.

FINISH: All material shall be thoroughly cleaned before painting. All parts shall be finished in Alkyd-Urea type enamel, baked on with the proper temperature-time relationship to insure thorough curing and a tough, durable finish. The finish color shall be selected by the owner from 18 color samples submitted by the manufacturer, or as designated by architect or owner.

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FUTURE MEETINGS:

WEDNESDAY, MAY 21

Our program for the May 21st meeting, "Planning Professional Standards," should prove a thought-provoking session. Certainly the panel will expect much, for every statement on this subject has dedicated partisans and fierce opponents. Alleen Thompson, National Director from this Chapter, will be the Moderator for the panel.

ANNUAL REPORTS DUE!

All officers and committee chairmen should check their manuals very carefully - many of you will have to submit annual reports for your work during the past year. Send these reports to Beverly Hickok before April 10th. They must be approved so that they may be included in the May issue of the BULLETIN.

1958 SLA CONVENTION - "WORKING SMARTER"

How many of you are planning to attend this year's SLA Convention in Chicago, June 8 - 12? Be sure to let us know. We may all be "Working Smarter" as a result of your reports on how-to-do-it.

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SINCE THE LAST BULLETIN:

NOVEMBER

The Chapter visit to the U. C. Radiation Laboratory will be difficult to forget for every reason: the food was good, the fog cleared so that we could appreciate the view from the Cafeteria, and we must thank Mrs. Helen Brenner for arranging the absorbing program. Dr. David L. Judd, of the Laboratory, was excellent - he allowed us to think we really knew somethink about the work being done there; and the visit to the Cyclotron, guided by most well-informed young scientists, was an adventure. About one hundred members and guests enjoyed themselves thoroughly.

JANUARY

We made a journey back into the Old West at the Society of California Pioneers in January. Mrs. Guy Giffen, Secretary, and Dr. Elliot Evans, Curator, reviewed the history of the Society; the exhibits of paintings and artifacts held us all, natives and newcomers. Librarian Hester Robinson's account of the use made of her collection by little boys and seasoned researchers made us share her own obvious pleasure in her work.

FEBRUARY

Anne Protopopoff was our hostess, and another Anne - Anne E. Markley, our speaker, at the February meeting held at the California Teachers Association Building. Miss Markley, of the U. C. Library School, reviewed for us some of the important points to be considered in "Cataloging Problems of Special Libraries." Those constant thorns in the special librarian's side, corporate entries, filing systems, cataloging in general, were smoothed somewhat by the summation by Miss Markley that there is no one solution for everybody's problems. Most comforting, and I think a relief to some of us who have developed highly individualized solutions to these, and other library problems.

* * *

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SPRING 1958 DUPLICATE EXCHANGE

Forty copies of each list will be needed for the Spring list. For convenience in packaging, they should be on 8½" x 11" sheets. It is requested that the form be as compact as possible, typed single space in order to reduce the weight of the package. If, for some reason, any library finds it impossible to supply multiple copies of its list, the Chairman (OL 3-2100) will be glad to help solve the problem.

Deadline for contributions is April 7th. Want lists need not be accompanied by duplicate lists. Note should be made of how long material will be kept before discard.

Distribution of sets of lists will include all contributors, and any other libraries or individuals who request sets by filling out and returning the attached blank by April 7th.

Eugenia Ironside, Chairman
Duplicate Exchange Committee

- -

Miss Eugenia Ironside
Shell Development Company
Emeryville, California

Please send a set of the SPRING 1958 DUPLICATE EXCHANGE LISTS to the following address:

_____

_____

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_____

NEW MEMBERS

Mr. James Abajian
California Historical Society
2090 Jackson St., S. F. 9 CIII,J,O

Miss Dorothy M. Andrews
McCutchen, Thomas, Matthew,
Griffiths & Greene
351 California St., S. F. 4 LdfIII

Miss Anne Burnett
Pacific Gas and Electric Co.
245 Market, S. F. 6 LfII
(from V)

Mr. Edward Doro
2322 Haste St., Apt. 10
Berkeley 4

Mrs. Oda B. Hansen
1582 Euclid Ave., Berkeley 8 LabIII

Mr. Lee L. Hubbard
1608½ Scenic Ave., Berkeley 9 VI

Miss Betty Jo Hardison
Pan American World Airways, Inc.
International Airport, S. F. NV

Mrs. Anne M. Hopkins
Food Machinery & Chemical Corp.
Central Engineering Dept.
P. O. Box 760, San Jose 6 BII D,
LabMb

Mr. Robert L. Hartwig
Engineering Library
Kaiser Engineers
1924 Broadway, Oakland 12 L-IIMb

Miss Elizabeth Hylbom
Shell Development Co.
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3 Worth St., S. F. 14 LabIII

Miss Janet M. Pumphrey
Hexcel Products Co.
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3139 Henderson Drive
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Miss Nancy J. Pierce
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Richmond Lab. California Research Corp.
576 Standard Ave., Richmond LadIII

Miss Laurel Robinson
Cutter Laboratories
4th and Parker Sts., Berkeley 10 LeIII

Mrs. Jane G. Sebastian
Engineering Division
Stanford Research Institute
Menlo Park Lb-III

Miss Jeanette E. Stanford
227 B St., Davis BIII

Miss Marie Tashima
2060 Cornell Road
Cleveland 6, Ohio -VI

REINSTATEMENTS

Miss Dorothy E. Jones
Fireman's Fund Insurance Group
Box 3395, S. F. 20 GII

Mrs. Marion M. Smith
Jackson Library of Business
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TRANSFERS

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Box 44, Chowchilla LbV

Mr. David A. Locher
Richard A. Gleeson Library
University of San Francisco
San Francisco 17 LadV

Mrs. Lois F. Ormsby
Eurekan Motel
4th and L Sts., Eureka GIII

* * *

FOR THE CONVENIENCE OF THE NEW MEMBERS IN OUR CHAPTER WE HAVE REPEATED THE LIST OF OFFICERS ON THE NEXT PAGE.

- -

Bulletin Editor: Marie G. Abbruzzese
Library, Mary's Help Hospital
145 Guerrero, S. F. UN 3-0733

Advertising Editor: Marie E. Koutecky
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ext. 2967

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Radiation Lab., Tech. Info. Library
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Miss Vera B. Pollock
P. O. Box 47, Palo Alto

Miss Edna R. Ralston
295 Buckingham Way, S. F. 27

Miss Vera Slaughter
1569 Jackson St., Oakland 12

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"ASIA IN BOOKS" UNESCO EXHIBIT

The President of the Chapter received the following letter after the Sixth National Conference of UNESCO in November:

DEPARTMENT OF STATE
THE UNITED STATES NATIONAL
COMMISSION FOR UNESCO

November 18, 1957

Dear Miss Hickok:

I should like to express the warm appreciation of the U. S. National Commission for UNESCO to the San Francisco Bay Region Chapter of the Special Libraries Association for the splendid book exhibit, "Asia in Books", arranged for our Sixth National Conference November 6 to 9.

We heard compliments on every side for the interesting books which your organization selected and for the tasteful and attractive manner in which they were displayed.

I understand that more than 1,000 people had seen your exhibit by the time the Conference was half over, and I assume that the total number must have been far larger. What is much more important, however, is the quality of the exhibit and the fact that it was seen by people of discrimination and influence. I think it was particularly important to show our foreign visitors the kind of books which are published in this country on Asian subjects.

I would appreciate it if you would express to every member of your Committee, and to all individuals and firms who cooperated with you in planning and arranging the exhibit, the warmest thanks of the National Commission. We feel that your Organization made a major contribution to the success of what we believe to have been a particularly significant Conference.

Sincerely yours,
John R. Richards
Chairman

And there is more to come about the UNESCO exhibit! Watch the next issues of SPECIAL LIBRARIES. One of them will contain the article on the exhibit written Jeanne Nichols. Many thanks again, from us as well as the National Commission, to Jane Wilson and her Committee, who so ably managed "Asia in Books."

NATIONAL LIBRARY WEEK MARCH 16 - 22, 1958
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We live in a complicated and difficult time, when we must be well informed if we are to survive. As a democratic nation we depend on knowledge as we never have before. We cannot afford a country of lazy minds; we cannot afford a nation of non-readers.

Reading is not only essential to a free society but it enriches the individual. It is the reader who has the successful career; business and industry have never been able to find as many educated and intelligent people as they need. And it is the reader who lives in the fullest sense, because he makes the experiences of all mankind his own, through the magic of print.

The rising demand for reading has sent libraries into factories and institutions, and out into isolated areas; it has brought a flood of books into corner stores and newsstands all over the nation. Reading has increased in recent years as measured in circulation of newspapers, magazines, and books and in library usage, but it has not grown as much as many other uses of leisure time.

The time is right for reaffirmation of the role of the written word, and for common effort to enlarge and extend libraries - the chief agencies for bringing the printed word to the whole community.

Certainly the people of the United States have the time for reading, and the ability; working hours are shorter and the educational level higher than ever before. The opportunity exists, and the leisure, but all Americans have not yet learned what can be done with it.

- from the brochure for NATIONAL LIBRARY WEEK, sponsored by THE NATIONAL BOOK COMMITTEE, INC. in cooperation with the AMERICAN LIBRARY ASSOCIATION

* *

INTERLIBRARY LOAN PANEL ON TAPE

A tape recording of the Monterey meeting (October 1957) panel on interlibrary loan problems was played on the U. C. campus on December 13th for the benefit of SLA members who could not attend the Joint Session, and for the University of California librarians.

MORE ABOUT MEMBERS -

Elizabeth Reynolds is teaching at the University of California Library School. She has taken over one section of Prof. Mosher's class in reference and bibliography for the semester while he is on leave .

Alleen Thompson attended the National Executive Board meeting in Princeton in February, and will report on developments at future Chapter meetings.

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S. L. A. ARCHIVES

San Francisco Bay Region Chapter Bulletin

• Special Libraries Assn.

Vol. 28 No. 4 May 1958

ELECTION RESULTS

We salute and wish the fullest cooperation for our new officers, 1958 - 1959:

President:	Lorraine Pratt
Vice-President and President-Elect:	Amy Rose
Director:	Barbara Crowley
Secretary:	Joanne Dandois

Your committee work will insure that cooperation. Get in touch with Lorraine to volunteer for a committee by June 6th.

Thanks are due the Committee on Elections for the time and effort involved in handling the necessary procedures:

Anne Burnett, Chairman
Irene Simpson
Gwen Lloyd
Mary McCain

- - -

REPORT OF THE PRESIDENT, 1957 - 1958

I want to thank all of my officers and committee chairmen who have, without exception, done everything in their power to make the year a successful one. Our Vice-President and Membership Chairman, Lorraine Pratt, had to go to Chile on a project for the International Cooperation Administration for four months, and Barbara White, our Recruiting Chairman, took over all of the membership duties as Acting Vice-President. Edwarda Adams was willing to take over the recruiting job in the middle of the year to relieve Barbara of double duties.

From all comments I have heard, the members found the eight chapter meetings of the year to be of interest. Special thanks are due to Anne Protopopoff for most of the planning and arranging for them. Average attendance was around fifty, which is about one fourth of our membership, and is good considering that many of our members live too far away to attend meetings. The largest attendance of the

year was at the visit to the Radiation Laboratory in November, when we had almost a hundred members and guests for a most enjoyable meeting.

Our membership continued to grow, and this year we went over the two hundred mark. We have two new Institutional members, and it is also encouraging to note that we have five Student members, two from out of state and three from the U. C. Library School.

Our most ambitious project during the year was our sponsorship of a book exhibit called "Asia in Books" in connection with the Sixth National Conference of the U. S. National Commission for UNESCO held in San Francisco during November. The Chairman was Jane Wilson and our Publicity Chairman was Jeanne Nichols, who arranged a press conference for the authors of some of the books used in the exhibit, and who wrote the article called "This Works for Us: Formula for a Successful Book Exhibit" in SPECIAL LIBRARIES, April 1958.

Four BULLETINS with local advertising were issued during the year, and I want to express my appreciation for the efforts of our BULLETIN Editor, Marie Abbruzzese, who seemed to put out the BULLETINS with great ease and only a few suggestions on my part. To insure that all members would receive notice of the meetings in ample time to make reservations, the Executive Board decided to send out postcard notices for every meeting, but to continue to issue four BULLETINS during the year.

A committee headed by Doris Lanctot investigated the various hotels in San Francisco as headquarters for the 1961 national convention, finally decided on the Sheraton-Palace Hotel and made the necessary reservations for May 28 - June 1, 1961.

This was the first year for our Chapter Consultant, a new post created by a national committee. Margaret Rocq agreed to assume this office and has handled the few requests for assistance that have come to date. A release sent by the national committee to local newspapers last November evidently was never used by them, so Jeanne Nichols, our Publicity Chairman, has sent the release out again.

The annual MEMBERSHIP DIRECTORY with library index has just been issued, thanks to the efforts of Lorraine Pratt and Irene Simpson. Two DUPLICATE EXCHANGE LISTS were distributed by Eugenia Ironside.

Four Executive Board meetings were held during the year, two in conjunction with the Advisory Council.

Ruth Wingfield set up a workshop to organize and catalog a small collection of social welfare material.

I had the opportunity to speak to Professor Wight's class in "Introduction to Librarianship" at the U. C. Library School during the Summer Session last year on the subject of Special Libraries.

I would like to thank Margaret Hatch for the time and effort expended in gathering the information and compiling our CHAPTER HISTORY, parts of which have appeared in our BULLETINS.

Thanks are due to Georgia Lyke for local arrangements for our Monterey meeting with the Southern California Chapter.

I would also like to thank Gwen Lloyd for acting as Chairman of our Nominating Committee and Anne Burnett as Chairman of the Committee on Elections.

It has been a busy year and an interesting one, and I hope that Lorraine Pratt will receive as much cooperation next year as I have this year.

Beverly Hickok
President

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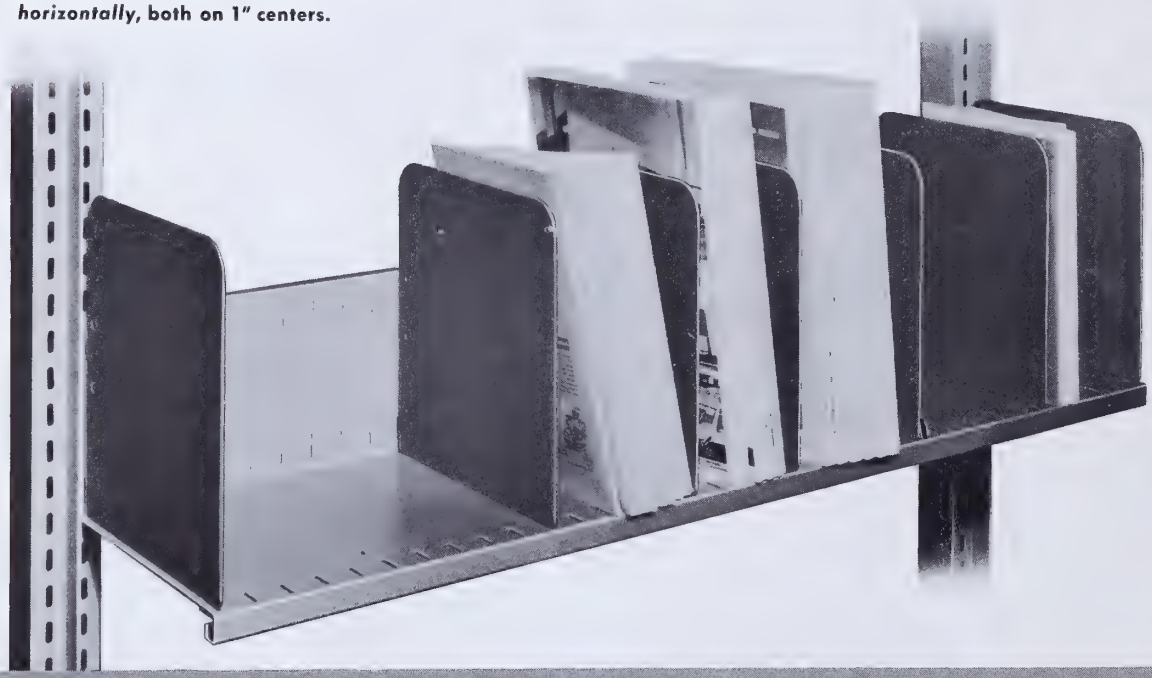
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MAY MEETING

PLANNING PROFESSIONAL STANDARDS

Alleen Thompson opened the major business of the meeting by reviewing the history of "librarianship," "special libraries," and "standards," in the light of past attempts to establish professional standards in special librarianship. Then, under the guidance of Barbara Crowley, Barbara Houghton, Katherine Johnson and Margaret Uridge, we separated into four groups for discussion of the proposed amendments to the SLA Constitution concerning membership changes. As was anticipated, the smaller groups developed discussion and raised questions much more readily and completely in the short time available to us. The group leaders then summarized the points brought up, and general discussion followed.

What we as San Francisco Bay Region Chapter members think of the amendments will be reported to the Committee on Professional Standards. Some of the issues discussed are given below. Naturally, the opinions and questions represent not the feeling of the entire Chapter, but of individual members.

General Points

1. Remember that under the amendments
   a. All present members may retain present status.
   b. If an individual fails to pay dues, he will not be reinstated automatically but will be revaluated under the new standards.
   c. Associated members who become eligible for Active membership must change to that class or drop out of the Association.
2. There are too many classes of membership.
3. There is no place for the individual library consultant.
4. Should keepers of technical files and reports be eligible? Some thought that the definition of special library might be amplified to exclude a collection of information materials devoted primarily to unpublished materials, e. g., correspondence.
5. Has sponsorship of members been considered?

Active

1. How about the person who does special library work in a general library, for example, the special subject cataloger? The definition could be changed to "holds a professional position in a special library or does special library work in a general library and fulfills the following requirements ..."

Associate

1. Is this type of membership really necessary? Some of the sections were thought to denote "second class" membership.
2. There is a possible gap of one year's membership between Student and Associate status. See Student.
3. Should there be a Provisional membership of some kind for those not eligible for Associate membership?
4. Would it clarify the meaning to add "graduate" and "undergraduate" before degrees mentioned in the educational requirements?

Affiliate

1. Could the definition be changed to read? "A class of membership for those not eligible for other types of membership and who are engaged in professional bibliographical work in a special library or in another type of organization"?
2. Is the phrase "bibliographical" descriptive enough?

Student

1. Student graduating from a four year college with a Library Science major must wait a year before reaching Associate status. Will SLA lose that possible member?
2. Perhaps call it Intern instead and include the first year of experience after graduation for the person with a L. S. undergraduate major.

Sustaining

1. Will those who are now Institutional members be willing to pay $100 a year?

Honorary/Retired

1. There is no place for the inactive librarian with less than 25 years experience.
2. Could the age be lowered say to 55 years or to the age level coinciding with the retirement policies set by the organization maintaining the library?
3. Could a class for "Senior" membership be established as an honor similar to "Fellow" in other associations?

Keep and consult your copy of the amendments. Think about them some more - you will be voting on them before too long.

The May meeting gave us the opportunity to visit the World Trade Center Library and see how very much the collection has grown since we were last there. Jeanne Nichols, our hostess, arranged to have our catered dinner served in the Library itself. Besides the program described above, the election results noted on page one were announced.

PAST MEETING HIGHLIGHTS

MARCH

Our March visit to the Hoover Institution on War, Revolution and Peace was a first for many of us, but proved informative to all. Philip T. McLean, Librarian, sketched the origins of the Institution, Mr. Hoover's early deep interest in the subjects covered by the collection, and touched upon the recently publicized Russion addition to the collection. We were guided through the building in groups. Especially rewarding were the visits to the sections in which Oriental books and other materials are received and processed.

APRIL

Dr. Arthur F. Corey lived up to all advance reports when he spoke to SLA members at the April meeting. The Executive Head of the California Teachers Association discussed problem points in education as they are related to classical and modern viewpoints in education, and some of the results of each. A recent subject of interest - the education of the gifted child - came in for his share of attention, and Dr, Corey agreed that he needs it, and can get it, under modern carefully planned school systems.

* *

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International Study Conference on Classification for Information Retrieval. Sponsored by ASLIB, these proceedings will be of special interest to industrial libraries, governmental libraries, university libraries, and anyone concerned with documentation and classification of information. (1958) 151 pages. Pergamon. $5.

How and Where to Look It Up. By Robert W. Murphey, teacher, writer, reference book editor. Designed to save your time. Easy-to-follow reference guide gives answers for the hundreds of questions you are asked weekly. Not just sources of scholarly subjects, but every source the personnel of your company or institution would need to know about. It helps library users help themselves. (due June) McGraw-Hill. Price not set.

Chemical Publications. By M. G. Mellon, Professor of Analytical Chemistry, Purdue. This new revision of a standard reference work gives a balanced perspective of chemical publications of various kinds, and includes library exercises to be used to introduce the reader to this literature. New titles have been substituted for older ones, and the chapter on governmental publications has been rewritten to take note of the many changes in administrative distribution to the various bureaus of interest. A chapter on patents has been written by Dr. Julian Smith, an acknowledged expert in chemical literature. (1958) 3rd ed. 285 pages. McGraw-Hill. $7.

Progress Report in Chemical Literature Retrieval. Vol. 1 of Advances in Documentation and Library Science. Edited by Jesse H. Shera. (1957) 229 pages. 76 illustrations. Interscience. $4.75.

Information Systems in Documentation. Vol. 2 of Advances in Documentation and Library Science. Edited by Jesse H. Shera. (1957) 659 pages. 17 illustrations. Interscience. $12.

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CHINESE BANQUET

An EAST-WEST DINNER, sponsored by the International Relations Committee, the International Relations Round Table, and the Public Relations Section of the Library Administration Division, American Library Association, will be held on Sunday, July 13, 5:30 - 8:30, at the Far East Cafe, 631 Grant Avenue.

Robert Blum, President of the Asia Foundation, will speak on "The Challenge to Our Intellectual Resources." Lucile M.Morsch, President of the American Library Association, will preside, and William S. Dix, Librarian of Princeton University and past chairman of the International Relations Committee, will serve as toastmaster. Foreign librarians will be seated throughout the room and will be introduced during the program.

All SLAers are invited to attend. Dinner reservations ($4.00 each) with checks and self-addressed, stamped envelopes should be sent not later than June 15 to Mr. Marion Milczewski, East-West Dinner, General Library, University of California, Berkeley 4, California.

COCKTAIL PARTY DURING ALA CONVENTION

The Southern California and San Francisco Chapters will co-sponsor a cocktail party one afternoon during the ALA convention in San Francisco, July 14 - 18. All members of SLA or those who are interested in SLA will be invited to attend. Members will be notified of the date, place and time later.

SPECIAL LIBRARY ORGANIZATION WORKSHOP

A two-session workshop on the organization of a small special library collection was held at the Council of Community Services in Oakland last October. Miss Anne E. Markley and Miss Dorothy Simpson acted as consultants, with Miss Ruth Wingfield as Chairman. Ten persons attended the workshop.

FOUND!!

A pair of long black fabric gloves (made in Italy, size 6½?) were left at the California Teachers Association Building after the February meeting. Anne Protopopoff is holding them for the owner. Call her at PR 6-4110.

CECELIA MCFADDEN

It was with deep regret and shock that we heard of the death in an automobile accident in March of Cecelia McFadden. Miss McFadden was most recently with the U. C. Radiation Laboratory in Livermore, and formerly with the U. C. Medical Center Library.

MEMBERS ...

Among those going to the SLA convention in Chicago are Margaret Rocq, Roy Johnson, Helen Brenner, Gwen Lloyd, Beverly Hickok and Allean Thompson.

Hildegarde Millar, one of the founders of the San Francisco Bay Area Chapter, will retire as head librarian of the U. C. Bureau of International Relations on June 30. Among the honors accorded her was a dinner at the Claremont Hotel, given by the professional foreign service fraternity, Delta Phi Epsilon.

WHERE ARE YOUR PROXIES?

All proxies for the voting on proposed New York incorporation of SLA must be at New York headquarters by June 9. This is the Last Call.

* *

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TRANSLATORS

Katherine Reinau Taylor, Chairman of the Translations Committee, has revised the LIST OF TRANSLATORS issued in June 1954. The new, complete list is given below.

Mr. Brewster F. Ames
2019 Pacific Avenue
San Francisco 9 FIllmore 6-6974
BA (Yale), Law (LL.B.)
Marine Insurance, Mechanics,
Business Correspondence
French, Italian, Spanish,
Portuguese, German, Latin

Mr. Philip C. Bals
23560 Thelma St.
Hayward JE 8-0659
Chemistry, Mechanics,
Medicine, Engineering, Petroleum ,
Textiles, Rubber
Spanish, French,
English to Spanish

Mr. Anton Christ
1331 McGee
Berkeley LA 6-7607
Chemistry, Biochemistry,
Geology, Agriculture, Horticulture
French, German, Dutch

Aldo De Benedictis
1901 Grove St.
Berkeley AS 3-3899
B.S. Chemistry
Chemistry, Mathematics, Petroleum
Italian, French

Mrs. M. D. Taylor
(Chemical Library Service)
222 Panoramic Way
Berkeley 4 THornwall 3-0837
Chemistry, Biochemistry,
Medicine, Engineering, etc.
French, German
(Often in touch with University studens, fields, and languages - glad to r ecommend translators)

Rates have not been quoted in connection with individuals, since the spread was so great.

No recommendations or guarantees are made by the Committee; any additional information available can be obtained by telephoning the chairman. Additions, corrections, and/or suggestions will be welcomed.

* *

ANNUAL REPORTS IN THIS ISSUE

* * * * * * * * * * * * * * * * * * * \

NEW MEMBERS

The Hoover Institution
Mr. Philip T. McLean, Ln.
Stanford University McII

Mr. Robert L. Lauritzen
42 N. 10th St., San Jose McIII

Mrs. Rosalee M. Long
1412 Redwood Ave., Redwood City III

Mrs. Evelyn V. Moore
Medical Center Library
University of California
3d and Parnassus, S. F. MIII

Miss Elisabeth Nebehay
U. C. School of Librarianship
2603 Benvenue, Berkeley 4 VI

Mr. Michael Sadoski
1112 - 8th St., Albany VI

Mrs. Georgianne S. Titus
2961 Shasta Road, Berkeley LaIII

Mrs. Eiko Tomiyasu
Missile Systems Division
Lockheed Aircraft Corp.
3251 Hanover St., Palo Alto LabV

Veterans Administration Hospital
Miss Winona Walker, Chief Librarian
Willow Road, Palo Alto II

REINSTATEMENTS

Mrs. Rosa Nicol
The Pacific Union Club Library
1000 California St., S. F. McIII

Mrs. Miriam G. Peevey
Mechanics Institute Library
57 Post St., S. F. V

Miss Janet A. Phillips, Documents Ln.
Information Division
Radiation Lab. La S III
University of California, Berkeley

TRANSFERS

Mrs. Martha W. Barton
1951 Euclid Ave., Palo Alto FV

Miss Baughman
564 S. Q St., Livermore Lab S III

Miss Mary Agnes Neuman
1616 N St., Sacramento LabIII

NAME CHANGES

Mrs. Eva Louise R. Fisher
970 Crane St., Menlo Park
formerly
Miss Eva Louise Robertson

Mrs. Marjorie D. Hall
Business Branch Library
68 Post St., San Francisco
formerly
Mrs. Marjorie E. Deaner

ADDRESS CHANGES

Miss Elizabeth Nutting
2441 Russell St., Berkeley

Mrs. Helen M. Spring
804 Alice Ave., Chico

Mrs. Katherine Reinau Taylor
Chemical Library Service
222 Panoramic Way, Berkeley

MEMBERSHIP DIRECTORY, 1958

The new MEMBERSHIP DIRECTORY has been distributed. Changes will continue to be noted in this BULLETIN. Lorraine Pratt, Membership Chairman, and Irene Simpson, Secretary, are responsible for this most important reference tool.

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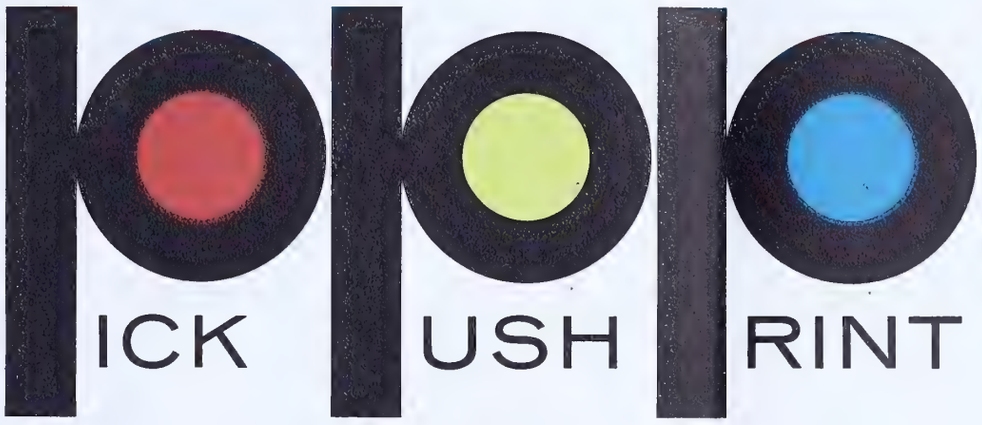
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ANNUAL REPORTS 1957 - 1958

ADVERTISING COMMITTEE

In accordance with the decision of the members of the Executive Board and Advisory Council, SLA San Francisco Bay Region Chapter, at the July 30, 1957 meeting, rates for advertising in the Chapter's BULLETIN were increased approximately 10%.

The San Francisco Bay Region Chapter secured the following orders for advertising in the Chapter's BULLETIN for the period September 1957 through June, 1958:

Artisan Bindery	one-quarter page mimeographed 4 issues	$11.00
W. R. Ames Co.	one page insert (they furnished) 2 issues $24.00 two page insert (they furnished) 1 issue $24.00	48.00
Gaylord Bros. Inc.	one-quarter page multilith 4 issues	19.00
Minnesota Mining Co.	one page insert (they furnished) 1 issue	12.00
National Magazine Co.	one-half page mimeographed 4 issues	19.00
J. W. Stacey, Inc.	one page insert (they furnished) 4 issues	36.00
Thomas Bros.	one-quarter page mimeographed 2 issues	7.00

Total revenue received or to be received $152.00

Marie E. Koutecky
Chairman

ARCHIVES COMMITTEE

The SLA Executive Secretary sent to the chapters in July, 1957, a sample model chapter archives manual. This manual has provided the guidlines for retention of material in this Chapter's archives files, and for the disposal of nonarchival material, reducing the volume of material in this file approximately fifty percent. A list of this discarded material will be furnished upon request to interested members. Reorganizing the arrangement of the material and supplying new folder headings is planned for completion by July, 1958. Succeeding committees may then have the opportunity to review the chapter president's and the committees' files, and transfer to the archives file material which the model manual considers a rchival, but which is not now included in this chapter's archives.

Katherine Karpenstein
Chairman

BULLETIN Editor: Marie G. Abbruzzese, Library, Mary's Help Hospital
145 Guerrero, S. F. UN 3-0733
ADVERTISING Editor: Marie E. Koutecky, Library, Standard Oil Co. of California
225 Bush, S. F. SU 1-7700, ext. 2967

BULLETIN EDITOR

At the February 1958 meeting of the Executive Board it was decided that postcard notices should be sent out for all meetings, and that the information included in the BULLETIN would only repeat and supplement such notices. The BULLETIN will continue to be issued four times each year.

BULLETIN issues were published in September, November, March and May. A full page announcement was sent out for the October meeting, and postcard notices in January, February, March April and May.

Mimeographing and mailing to the members was done by Bay Cities Duplicating Company. Mailing list plates held by the Company were checked and corrected in December, 1957. Additions, deletions, and corrections were sent to Bay Cities each month.

Copies of the BULLETIN were sent to National SLA officers and directors, and to presidents of other chapters.

Marie G. Abbruzzese
Editor

CHAPTER CONSULTANT

The committee has held one meeting and selected a panel of local consultants who will be asked to serve when a request is received in a particular library field.

One request for consultation has been received through the Employment Committee Chairman. This was a request from a newly appointed librarian in an established library, for advice on library techniques. A local consultant was appointed, a survey and report with recommendations were made, and the librarian is proceeding with reorganization of the library.

A second request was received from an oil company which plans a new library. This request came to the chairman's library rather than the committee, but is being handled by the committee.

The questionnaire and a letter offering the committee's interview was sent to the company representative. The chairman has talked to them on the telephone and expects that an interview will be arranged soon.

Because the Consultation Committee's November release to local newspapers did not appear in our papers, so far as we know, we are sending the notice to the area newspapers through the Chapter Publicity Committee.

Phyllis Anderson, Chairman, Subcommittee on Promotion of New Libraries, has received several leads and plans to send letters to offer consultation service to two or three companies.

Margaret M. Rocq
Chapter Consultant

DUPLICATE EXCHANGE

Two DUPLICATE EXCHANGE LISTS were issued as in the past. The Fall list was sent out in October and the Spring list in April.

The activity for this year was carried out by the same plan that was initiated last year. All libraries participating in the exchange sent a specified number of copies of their lists to the Committee. The number of copies required was announced in the BULLETIN. The Committee then mailed a package containing all the lists to each contributing library and to all other libraries requesting a set.

There were 13 contributors to the Fall list which was mailed first class to 27 libraries. The Spring set, sent to 26 libraries, consisted of 16 lists. The mailing costs were $4.65 in the Fall and $6.00 in the Spring. Mailing the list first class is necessary these days to insure prompt delivery.

Eugenia Ironside
Chairman

EMPLOYMENT COMMITTEE

Personal interviews 33
New applicants registered 34
Positions registered. 19
Referrals 22
Placements. 6
Unfilled positions registered as of April 8 . 3
Applicants in active file, April 8. 30

Of the applicants in the Active file, 7 are outside the Bay area, but in Western States; 6 are East of the Rockies.

Elizabeth Holden
Chairman

HOSPITALITY COMMITTEE

Over one-fourth or our total membership has attended each meeting this year. The tour of the University of California Radiation Laboratory was the most popular event; eighty-five members and guests attended the dinner, and several additional members joined the group for the speech and tour of the laboratories.

There have been four active committee members this year. In addition, the three libraries who handled dinner reservations have been most helpful.

Program suggestions for next year include:

Visits to the University of California or Stanford University Press, and the IBM installation in San Jose.

Methods meeting on foreign sources.

Speaker or panel discussion on documentation.

Patricia W. West
Chairman

MEMBERSHIP

According to Chapter records, the number of paid-up members of the San Francisco Bay Region Chapter, by classes, as of April 8, 1958, is as follows:

	1958	1957
Active	136	129
Associate	37	37
Institutional	21	20
Life	1	1
Sustaining	1	1
Student	5	1
Retirdd	0	2
	201	191

It is interesting to note that since 1956, the overall membership has increased by 10 each year. The largest gain continues to be in the Active group, but it is encouraging that the number of student members has increased to 5 this year.

The two new institutional members are Mrs. Anne M. Hopkins, Librarian, of the Food Machinery and Chemical Corp. in San Jose, and Miss Dorothy E. Jones, Librarian, of the Fireman's Fund Insurance Group, in San Francisco.

The person who should really have the credit for this report is Barbara White to whom special thanks are due for assuming the duties of Membership Chairman from October to March during my absence. Among other things, she has spent a great deal of time with Marie Abbruzzese in checking the mailing list of Chapter members which considerably eases the task of compiling the new membership directory at this time. Members will be receiving their copy of the new directory soon.

Lorraine Pratt
Chairman

PROGRAM COMMITTEE

The meetings during the year were quite varied. It is believed that the programs and special places visited were each in some way of particular interest to many of the special librarians of this area. There were two Saturday meetings involving trips. These were the joint meeting in Monterey and the special visit to the Hoover Institution in Palo Alto. It may be considered that there were two methods meetings since the interlibrary problems panel fell into that category as well as the meeting on cataloging. Dinner or luncheon arrangements for most of these affairs were made by Mrs. Patricia West, Hospitality Chairman.

These were the programs:

September 19 (Thursday)	Location:	GOLDEN GATE COLLEGE LIBRARY, 220 Golden Gate Ave., S. F.
	Host:	Paul Kruse, Librarian.
	Dinner:	Rathskeller, near the library, for a German meal.
	Program:	Dr. Nagel T. Miner, President, spoke of the history of the College which is sponsored by the Y. M. C. A. Mr. Kruse gave us an introduction to this library, which specializes in business and managerial services, before we left the restaurant. We were then escorted through the library by members of the staff.
October 19 (Saturday)	Location:	Monterey, California. This was the JOINT ANNUAL MEETING OF THE LOS ANGELES AND SAN FRANCISCO BAY REGION CHAPTERS.
	Hostess and Planners:	Miss Georgia Lyke, U. S. Naval Post Graduate School Library, Monterey, made arrangements for the luncheon and meeting place. Special planning was done by Mr. Al Bradley, Program Chairman of the Los Angeles Chapter, and Miss Beverly Hickok, President of the San Francisco Chapter. Transportation from the S. F. Bay area was coordinated by Mrs. Patricia West.
	Luncheon:	Neil De Vaughn's restaurant on Cannery Row in Monterey. The meeting was held in the same place.
	Program:	The program was a panel on INTERLIBRARY PROBLEMS FOR SPECIAL LIBRARIES with Mrs. Margaret Uridge of the University of California (Berkeley) as moderator. Panel members: representing the borrower were Miss Marjorie Griffin of International Business Machines (San Jose) and the respondent, Mrs. Nell Steinmetz of Pacific Aeronautical Library (Los Angeles); representing the lender were Mrs. Esther Euler of the University of California

		(Los Angeles) and the respondent, Mrs. Elizabeth Roth of Standard Oil Compnay of California (San Francisco)
	Library Visit:	Special visits to the U. S. Naval Post Graduate School Library on the grounds of the former Hotel Del Monte outside Monterey, were made in the morning and also after the meeting.
November 20 (Wednesday)	Location:	RADIATION LABORATORY, UNIVERSITY OF CALIFORNIA, BERKELEY.
	Hostess:	Mrs. Helen Brenner, Librarian.
	Dinner:	Buffet dinner in the cafeteria of the Radiation Lab., and we were lucky to have no fog and a wonderful view.
	Program:	Dr. David Judd of the Radiation Laboratory spoke to us understandably on our level, we felt, about the history of the laboratory and the work done there. This was illustrated by slides. The project is financed by the Atomic Energy Commission but administered by the University. Following the talk we visited the Bevatron and other laboratories in small groups with well informed guides. The tour ended in the library.
January 16 (Thursday)	Location:	SOCIETY OF CALIFORNIA PIONEERS in their building at 456 McAllister Street, San Francisco.
	Hostess:	Mrs. Hester Robinson, Librarian.
	Dinner:	Maison Paul Grill, near the Society and Civic Center.
	Program:	Dr. Elliott Evans, Curator of the museum, spoke of the historic treasures there, and particularly about the Jewett Collection of paintings on display at that time. Mrs. Guy Giffen, Secretary, spoke of the history and activities of the Society, an organization of men who are direct descendants of men who were in California before 1850. Mrs. Robinson spoke of the library collection and the kinds of library service for which she is most asked.
February 13 (Thursday)	Location:	Conference Room of the California Teachers Association, 693 Sutter Street, San Francisco.
	Hostess:	Mrs. Anne T. Protopopoff.
	Dinner:	Ox Bow Restaurant on Sutter Street.
	Program:	Miss Anne Ethelyn Markley, Associate Professor of Librarianship, University of California (Berkeley) spoke on CATALOGING PROBLEMS OF SPECIAL LIBRARIES which was followed by questions and discussion. This was the subject most requested on a methods questionnaire, and we were fortunate to have Miss Markley. Mrs. Oda Hansen of the U. C. Radiation Lab. gave valuable assistance in planning the program.
March 22 (Saturday)	Location:	HOOVER INSTITUTION ON WAR, REVOLUTION, AND PEACE, Stanford University Campus, Palo Alto.
	Hosts:	Mr. Philip McLean, Librarian, and Mr. David W. Heron, Associate Director of the Institution.
	Luncheon:	Rickey's Studio Inn, Palo Alto.
	Program:	Mr. Philip McLean, Librarian, spoke of the history of the library and its collections. Following this we drove to the Hoover Institution where tours in groups led by staff members had been arranged by Mr. Heron. Specialists in various departments spoke of their work and answered questions of the groups. A highlight of this excursion was the trip to the top of the tower.

April 23 (Wednesday)	Location:	The Union League and Press Club, 555 Post Street, S. F.
	Host:	California Teachers Association.
	Dinner:	At the Club.
	Program:	Dr. Arthur F. Corey, executive head of the largest state professional organization of teachers in the U. S., examines the question , "FOR A SPACE-AGE FUTURE - HOW WELL ARE THE PUBLIC SCHOOLS SERVING AMERICA?"
May 21 (Wednesday)	Location:	World Trade Center, San Francisco.
	Hostess:	Mrs. Jeanne Nichols, Librarian.
	Dinner:	Catered dinner in the new World Trade Center in the historic Ferry Building.
	Program:	ANNUAL BUSINESS MEETING and introduction of new officers. At this meeting will also be a panel discussion of SPECIAL LIBRARIES, SLA, AND PROFESSIONAL STANDARDS to be moderated by Miss Alleen Thompson, Librarian, Atomic Power Equipment, General Electric Company (San Jose), who is also a national Director of SLA.

Anne T. Protopopoff
Chairman

PUBLICITY COMMITTEE

Newspaper space is given only when "news" is made, and the Special Libraries Association made "news" this year. Known newspaper publicity for the year amounted to 150 column inches, or nearly a full newspaper page. This included 6 pictures.

Sincere thanks to the officers for their cooperation, and a very special thanks to Peggy Smith for her assistance, Also, we are grateful to those who sent in news clippings.

The news clippings in the scrapbook (which date back to February, 1938) contain some interesting ideas. It would be helpful to the officers, perhaps, to review the book. And helpful to the organization if each member who saw a news item were to mail it to the publicity chairman.

It has been a real pleasure to serve.

Jeanne Nichols
Chairman

RECRUITING COMMITTEE

The SLA recruiting pamphlets entitled "Putting Knowledge to Work" are being mailed with letters to the counselors at local junior colleges. Next year it is recommended that contact be made with local high schools as has been done in the past.

Also it is recommended that plans be made in cooperation with the Membership Chairman to arrange for someone to speak to the U. C. Library School students in Prof. Voigt's class on "Introduction to Librarianship" probably in October on the subject of SLA and special library work.

Edwarda Adams
Chairman

SECRETARY

The following General Meetings have been recorded by the Secretary:

Sept. 19 - Golden Gate College
Oct. 19 - Panel on Interlibrary Problems for Special Libraries
Nov. 20 - U. C. Radiation Laboratory
Jan. 16 - Society of California Pioneers
Feb. 13 - Prof. Anne Markeley
Mar. 22 - Hoover Institution
Apr. 23 - Dr. Arthur Corey
May 21 - Panel on SLA Professional Standards

The following Executive Board Meetings have been recorded by the Secretary:

July 30 - Standard Oil Co.
Nov. 20 - U. C. Radiation Lab.
Feb. 13 - California Teachers Association
May 21 - World Trade Center

The annual Membership Directory was compiled with the assistance of the Membership Chairman and has been distributed.

Irene Simpson
Secretary

TREASURER

Balance on hand, July 1, 1957				$430.83
Receipts			$457.49	
Budget checks from SLA		$287.87		
BULLETIN advertising		97.00		
Reimbursement from So. Calif. Chapter from Monterey Meeting		29.79		
UNION LIST sales		42.83		
		$457.49		
Disbursements			$410.89	
BULLETIN		$193.80		
Labor	$152.15			
Postage	35.55			
Miscellaneous	6.10			
	$193.80			
General postage		24.47		
Miscellaneous		146.99		
Sales tax		7.23		
Dinner guests		38.40		
		$410.89		
Gain for period				46.60
Balance on hand, March 31, 1958				$477.43

Edgar R. Larson
Treasurer

TRANSLATIONS COMMITTEE

A notice was put in the September 1957 BULLETIN asking for suggestions for changes and additions to the LIST OF TRANSLATORS issued in June 1954.
The Revised LIST will be included in the May 1958 BULLETIN.

Katherine Reinau Taylor
Chairman

UNION LIST SALES COMMITTEE

The price for both editions (1939 and 1952) was reduced to $2.50 each, or $4.00 per set, plus applicable state and city tax. Revenue received for the period of June, 1957, to April, 1958 ... $46.84.

Marie E. Koutecky
Chairman

SAN FRANCISCO, CALIF. 6
19 58



Mrs. Isabella L. Nestor, Librarian
Crocker-Anglo National Bank
1 Sansome St.
San Francisco 20, Calif.

San Francisco Bay Region Chapter Bulletin



• Special Libraries Assn.

[illegible] Vol. 29, no. 1 [illegible]

SEPTEMBER MEETING

The September meeting at IBM will include a tour of the campus-like grounds, a movie and demonstration of the RAMAC computer, and an explanation of the mechanization of many library routines. Miss Marjorie Griffin, Librarian of the IBM Research Laboratory Library, will be our hostess. IBM machines are too austere for names and must be numbered like kings. And, like kings, it is exciting and awesome to have a chance to peer closely at them. A recent Palace(IBM) announcement was made concerning not a king, but an emperor. This model bears a number in the thousands. Can you afford to miss a royal tour combined with a pleasant Peninsula paseo?

NEW SLA AWARDS COMMITTEE

A new standing committee on Awards has been established. Its duties will be to screen all proposals for the establishment of continuing SLA awards at Division, Chapter, and Association level and present their recommendations to the Executive Board for approval and action. The present Awards Committee has been redesignated as the Committee on SLA Professional Award. Committee duties will be to nominate the winner of the SLA Professional Award and candidates for the SLA

(continued next column)

Hall of Fame. Nominations may be presented by Chapters, Divisions, or individuals. Multiple endorsement does not affect evaluation and decision. Nominations received by January 31,1959, will be considered for the 1959 award. The award's purpose is "to recognize notable professional achievement in, or contribution to, the field of special librarianship." Each nomination should be accompanied by a complete resume of the nominee's achievement. The Committee's "Guide for Information Desired" can be consulted by contacting Lorraine Pratt.

1959 SLA CANDIDATES WANTED

The 1958-59 SLA Nominating Committee requests suggestions for candidates. for these offices: President-Elect(First Vice-President), Second Vice President, and two Directors for three year terms each. Names should be mailed to Mrs. Miriam M. Landuyt, Research Librarian, Caterpillar Tractor Co., Peoria, Ill. When mailing your nominations, include reasons for their selection.

OFFICERS AND COMMITTEE CHAIRMEN
S.L.A. San Francisco Bay Region Chapter
1958-59

PRESIDENT
Lorraine Pratt
Stanford Research Institute
Menlo Park, California

VICE PRESIDENT-MEMBERSHIP
and PRESIDENT-ELECT
Amy Rose
Pillsbury, Madison, & Sutro
San Francisco

IMMEDIATE PAST PRESIDENT
Beverly Hickok
U.C. Institute of Transportation
Richmond

DIRECTOR-PROGRAM
Patricia West
Stanford Research Institute
Menlo Park

DIRECTOR-HOSPITALITY
Barbara Crowley
Shell Development
Emeryville

SECRETARY
Joanne Dandois
Biological Sciences
Stanford University

TREASURER
Edgar Larson
ASTIA
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BULLETIN EDITOR
Mary McCain
Standard Oil Co. of California
San Francisco

ADVERTISING
Mary Lou Fields
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ARCHIVES
Elise Hoffman
Foremost Dairies
San Francisco

CHAPTER CONSULTANT
Margaret Rocq
Standard Oil Co. of California
San Francisco

DUPLICATE EXCHANGE
Eugenia Ironside
Shell Development
Emeryville

EMPLOYMENT
Betty Roth
Standard Oil Co. of California
San Francisco

NORTH-SOUTH CHAPTERS-JOINT MEETING
Barbara White
Stanford Research Institute
Menlo Park

PUBLIC RELATIONS
Vera Slaughter
Oakland Public Library
Oakland

RECRUITING
Edwarda Adams
Langley Porter Clinic
San Francisco

TRANSLATORS' LIST
Katherine Taylor
Chemical Library Service
Berkeley

UNION LIST SALES
Marie Koutecky
Standard Oil Co. of California
San Francisco

SLA OFFICERS-1958-59

PRESIDENT	Mrs. Margaret H. Fuller
FIRST VICE-PRESIDENT & PRESIDENT-ELECT	Dr. Burton W. Adkinson
SECOND VICE-PRESIDENT	Mrs. Harriette L. Williams
TREASURER	Anne L. Nicholson
SECRETARY	Ethel S. Challies
DIRECTOR	Alvina Wassenberg
DIRECTOR	Donald Wasson

PRESIDENT'S VISIT

March of 1959 will see the biennial visit of the President of Special Libraries Association to the San Francisco Bay Area Chapter. At that time, Mrs. Margaret Fuller of the American Iron and Steel Institute will meet with Chapter members. Although plans are not yet completed, a reception and dinner are scheduled for that time.

OCTOBER MEETING

The annual joint North-South SLA meeting for 1958 will be held following the California Library Association convention in Long Beach. This year CLA will meet beginning October 28, and the joint meeting will follow on November 1. Tentative plans include a luncheon and panel discussion of cataloging applications in special collections. Southern California Chapter is hoping to have exponents of the creative cataloging school on the panel, and reports that the Regional Catalogers Association wishes to join us for the meeting. Here may be the chance to hear how someone else has managed to handle your own irksome materials problems. Barbara White, Stanford Research Institute, and Doris Banks, Hughes Aircraft are making arrangements for this meeting, which will be in lieu of an October meeting for the Northern California Chapter. Whe When arrangements are complete, a postcard postcard notice will be sent to all members.

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A R T I S A N B I N D E R Y

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FALL 1958 DUPLICATE EXCHANGE

Forty copies of each list will be needed for the Fall list. For convenience in packaging, they should be on 8½" x 11" sheets. It is requested that the form be as compact as possible, typed single space in order to reduce the weight of the package. If for some reason, any library finds it impossible to supply multiple copies of its list, the Chairman(OL 3-2110) will be glad to help solve the problem.

Deadline for contributions is October 4th. Want lists need not be accompanied by duplicate lists. Note should be made of how long material will be kept before discard.

Distribution of sets of lists will include all contributors, and any other libraries or individuals who request sets by filling out and returning the attached blank by October 4th.

Eugenia Ironside, Chairman
Duplicate Exchange Committee

Miss Eugenia Ironside
Shell Development Company
Emeryville, California

Please send a set of the Fall, 1958 duplicate exchange lists to the following address:

SCHOLARSHIPS FOR 1959-60

The Scholarship and Student Loan Fund Committee recommended that four scholarships of $1,000 each be offered for the academic year 1959-60. The scholarships are to be used for graduate study in librarianship leading to a degree at an accredited library school.

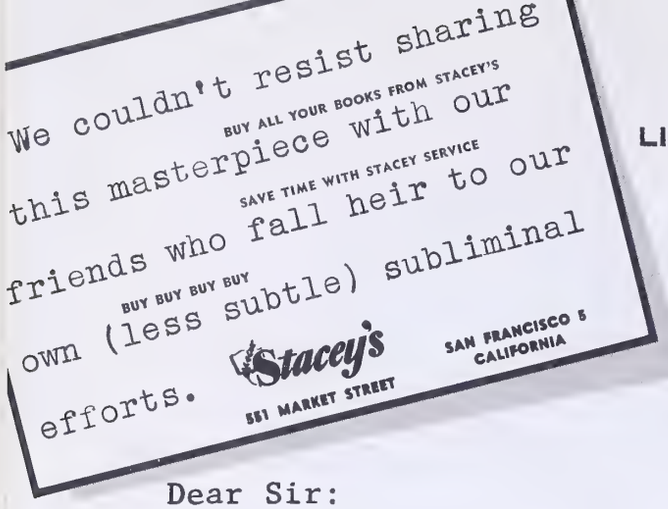
JOHN Q. PURLIC

On behalf of Public Relations Chairman Vera Slaughter the following communique is issued. "As a basis for publicity releases during the coming year the [illegible] Committee would be glad to receive a brief statement from each member library about any special activity or an interesting phase of past history. Please send to: Vera Slaughter, General Reference and Documents Division, Oakland Public Library, Oakland 12, California.

(continued next column)

HOSPITALITY COMMITTEE

Hospitality Committee Chairman Barbara Crowley will be helped in her handshaking and more arduous chores this year by Mrs. Oda Hansen, Gwen Lloyd, and Marion Wickline.



LITTLE, BROWN & COMPANY
PUBLISHERS
34 BEACON STREET, BOSTON 6

Dear Sir:

We have long felt that you in the book trade have been the target of an unconscionable amount of bombastic, highly charged advertising material. Many publishers have been guilty of overinflated enthusiasm and excessive use of superlatives. In the past it has even been suggested that we have attempted to influence the advance ordering of books by high pressure promotional advertising. This is, of course, a dirty, rotten lie. In any case, we hope by this letter to inaugurate a new era in book promotion. No attempt will be made here at direct persuasion. BUY

This is just a simple little letter to describe to you the charming and amusing book, THE PIG IN THE BARBER SHOP by H. Allen Smith, which we will publish October 23rd. No effort is being made to overwhelm you with wild claims about this book. We merely wish to point out some of the features which we found attractive about it. We do hope, of course, that your interest may be stimulated in some measure, perhaps.

BUY BUY BUY BUY BUY BUY PULITZER PRIZE GOOD WONDERFUL MONEY PROFIT GOOD

THE PIG IN THE BARBER SHOP is concerned with Mr. Smith's adventures in Mexico. It recites many of the laugh-provoking incidents that seem to happen with such astonishing regularity to this droll fellow.

BUY BUY BUY BUY BUY MARK TWAIN ORDER BIG NOW FAST MONEY GOT TO HAVE IT!

Many of us feel that this is among the most entertaining books Mr. Smith has written and we are hopeful that sales will bear this out. If you feel impelled to do so, we will be pleased to accept your order for THE PIG IN THE BARBER SHOP. May we respectfully call your attention to the fact that we consider it one of the most important books on our (if we may take the liberty of calling it so) star-studded list. We plan to devote a large amount of space in popular newspapers and magazines to advertising the book.

TELEGRAPH THAT ORDER! NO — BETTER PHONE INSTEAD SHAKESPEARE 100 500 1000 BUY BUY BUY BUY BUY CLASSIC ALL-TIME ONE-IN-A-MILLION MONEY MONEY MONEY MONEY BEST-SELLER

MONEY GOOD FAST PROFIT NOW ZOWIE

I hope you will excuse any over-effusive expressions of enthusiasm that may have crept into this letter. Firm as our policy is against high-pressuring you, we do feel warmly towards this forth-coming publication. Thank you for your patient attention.

ORDER QUICK COIN MONEY GO MAN! LIVE MODERN

DO NOT THROW THIS AWAY
Respectfully yours,

Peter C. Wensberg
HANG IT ON THE WALL
Subliminal Manager
YOU ARE IN MY POWER

POSITIONS OPEN

The Chapter Board voted at its first meeting this year to blind list in the Bulletin minimum requirements of the jobs which the Employment Chairman has on file. Please phone Mrs. Roth, SU 1-7700, Ext. 2945 at 11:30 - 12:00 any weekday. There are no jobs in San Francisco. All are down the Peninsula, or elsewhere in the Bay Area.

Woman preferred: degree in chemistry, strong organic. Library school not required.

Electronics: must have library school, some experience with technical reports.

Sacramento City Library: Business & Municipal Dept. $400 with increase to top class of senior. $480.

Educational institution: Man preferred. Must have library school and business experience.

Electronics: man or woman. Library school not required. Prefers electronics, physics, or engineering degree or substitute experience. Head position(one man library)

Peninsula: Library degree preferred. No languages or subject training needed. 2 years pertinent library experience, if with library degree; 4 years pertinent library experience, if without B.A. or B.S. degree. Age, 25-45. Must be U.S. citizen. Duties: receive, verify, and place orders for all printed materials except periodicals and reports. Salary range: $450-$600.

APPLICANTS ON FILE

The Employment Chairman has three good clericals on file, many fifth year librarians, all ages, without technical education or experience. One has an engineering and technical career behind him. One South African, one British-educated, all with excellent education or library experience or one year undergrad library courses.

NEW MEMBERS

Mr. John D. Coll
538 - 24th Ave.
S.F. 21 McIII

Mr. Robert S. Meyer
244 Columbia Ave.
Berkeley 8 SIII

Miss Hermine Sayer
DownTown Center Library
S.F. State College
540 Powell
S.F. 2

Miss Gloria Smith
Bay Area Air Pollution Control District
1480 Mission St.
S.F.

(continued next column)

Mr. Ritchie R. Ward
Technical Information Service
Shell Development
Emeryville 20LadIII

Mrs. Shirley Willingham
648 San Patricio Ave.
Sunnyvale

REINSTATEMENTS

Mrs. June K. Lawrence
Agricultural Research Division
Shell Development
P.C. Box 3011
Modesto

TRANSFERS

Jewel C. Headkopf
California Public Library Commission
U.C. Library
Berkeley 4 MIII

Robert A. Robinson
2400 Durnnt
Berkeley 4 VI

ADDRESS CHANGES

Miss Dorothy Fowler
587 40th Ave.
S.F. 21

Mrs. Hilda C. Morse
200 Siesta Lane, Outingdale
Somerset, Calif.

Mrs. Ruth Steiner
4335 Leach St.
Oakland, Calif.

Marie Tashima
2474-A
Virginia St.
Berkeley 9

Mr. Melvin J. Voigt
2329 Derby St.
Berkeley 4

Mrs. Patricia West
Document Center
Stanford Research Institute
Menlo Park

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Palo Alto



Mrs. Edith C. Nielson, Ln.
Morrison, Foerster, Holloway
Shuman & Clark
1110 Crocker Bldg.
San Francisco 4, Calif.

S. L. A. ARCHIVES

San Francisco Bay Region Chapter Bulletin • Special Libraries Assn.



Vol. 29 No. 2 November 1958

REPORT ON OCTOBER (!) MEETING

Our Chapter was well represented at the joint meeting of the Northern and Southern California Chapters of SLA, the Los Angeles Group of Regional Catalogers, and the California Library Association in Long Beach on November 1. Mrs. Johanna Tallman of the U.C.L.A. Engineering Library moderated a panel discussion on the topic "Subject Headings in Special Libraries and Special Collections." Panel participants were Mr. William Conway of the William Andrews Clark Memorial Library, Mr. Scott Kennedy of General Electric's "Tempo" Division in Santa Barbara, Mrs. Jeanne Lloyd of the Univ. of California Citrus Experiment Station in Riverside, and Mrs. Patricia Lowell of the California State Fisheries Laboratory Library. Each panelist reviewed the approach used in cataloging materials in their particular libraries, stressing the need to adapt one's approach to the interests of the group being served. Questions from the floor were then invited, and the rest of the meeting was given over to "testimonials" as to what approach an individual used to solve

(Continued on Page 3)

SLA PROFESSIONAL AWARD

The Committee on the SLA Professional Award is eager to receive nominations for this honor, and each chapter member is urged to give serious thought to likely recipients. The purpose of the Award is to recognize notable professional achievement in, or contribution to, the field of special librarianship. As was noted in the September Bulletin, nominations received by January 31, 1959, will be considered for the 1959 award.

SLA OFFICERS

SLA Directors' names to be added to those listed in the September Bulletin are: Dr. Arch C. Gerlach, Library of Congress, Washington 25,D.C.; Mrs. Catherine D. Mack, Corning Glass Works, Corning, N.Y.; Marian A. Patterson, Academy of Medicine, Toronto, Ontario; and Alleen Thompson, General Electric Company, San Jose, California. As Immediate Past President, Alberta Brown is also a member of the Executive Board.

OFFICERS AND COMMITTEE CHAIRMEN
S.L.A. SAN FRANCISCO BAY REGION CHAPTER
1958-59

PRESIDENT
Lorraine Pratt
Stanford Research Institute
Menlo Park

VICE PRESIDENT-MEMBERSHIP &
PRESIDENT-ELECT
Amy Rose
Pillsbury, Madison, & Sutro
San Francisco

IMMEDIATE PAST PRESIDENT
Beverly Hickok
U.C. Institute of Transportation
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DIRECTOR-PROGRAM
Patricia West
Stanford Research Institute
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DIRECTOR-HOSPITALITY
(To-Be-Filled)

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Elise Hoffman
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CHAPTER CONSULTANT
Margaret Rocq
Standard Oil Co. of California
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DUPLICATE EXCHANGE
Eugenia Ironside
Shell Development
Emeryville

EMPLOYMENT
Betty Roth
Standard Oil Co. of California
San Francisco

UNION LIST SALES
Marie Koutecky
Standard Oil Co. of California
San Francisco

PUBLIC RELATIONS
Vera Slaughter
Oakland Public Library
Oakland

RECRUITING
Edwarda Adams
Langley Porter Clinic
San Francisco

TRANSLATORS' LIST
Katherine Taylor
Chemical Library Service
Berkeley

WHAT ARE THEY DOING·

Chapter President Lorraine Pratt attended the International Conference on Scientific Information held in Washington, D.C. from November 16 through November 21. We hope for a report from her.

Margaret Rocq, Chief Librarian, Standard Oil Company of California, is retiring December 1,1958. She came to work for Standard July 15, 1929,and became librarian May 15, 1934. Mrs. Rocq is presently Chapter Consultant for the San Francisco Bay Region Chapter.

Evelyn Moore of the U.C. Medical Center Library was married to Mr. Russell Staton in November.

NOVEMBER MEETING

With Lorraine Pratt away, Vice President Amy Rose presided at the November meeting. Mr. Robert McMakin of the San Francisco printing firm of Taylor and Taylor discussed his company's operations. Mr. McMakin described the routine jobs of printing annual reports and house organs, but he stressed the pleasures of fine printing. After his talk, the speaker conducted a tour of Taylor and Taylor where there was an opportunity to see examples of the firm's fine printing.

OCTOBER MEETING
(Continued from Page 1)

a particular problem and why. It was feared for a while that the discussion would veer to a debate on the virtues of coordinate indexing, but the adept refereeing of Mrs. Tallman succeeded in controlling this surge. As always, our Southern California colleagues proved excellent hosts and our thanks to them for their hospitality.

WANT TO GO TO SCHOOL?

The first course in theatre librarianship to be given in any American library school is being offered by Columbia University's School of Library Service this coming summer session, July 27-August 14, 1959. The Theatre Library Association is sponsoring the course. George Freedley, organizer of the New York Public Library's Theatre Collection, will be the instructor.

A five-day institute on indexing of periodicals is to be held under the auspices of Columbia University's School of Library Service in New York, May 25-29, 1959, immediately preceding the annual SLA meeting in Atlantic City. Additional information on both the Theatre Workshop and the Indexing Institute may be obtained from Columbia.

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SEPTEMBER MEETING

Over 100 persons attended the year's first meeting at IBM in San Jose. After a brief introduction to automation principles, small groups were formed for a tour of the plant and grounds of IBM. With the pieces of sculpture and the unusual layout of the grounds, there was almost as much to see outdoors as inside the buildings. Tour stops included the basic research department, the model shop, and RAMAC. The tour ended with a visit to the IBM Research Library where Miss Griffin and her staff explained how IBM equipment is used in the Library's operations.

NEW MEMBERS

Mrs. C.W. Clark
Research and Development Lab
Stauffer Chemical Co.
1375 S. 47th St.
Richmond 4

Mr. Gary Gerard
Kaiser Aluminum and Chemical Co.
Research Division,
Permanente

Mr. R.E. Dewhurst
Sandia Corp.
P.O. Box 969
Livermore

TRANSFERS

Mr. Robert R. Bruce
717 Sutter St.
San Francisco 9

Mr. Carl B. Reef
Graduate School of Business Library
Stanford University
Palo Alto

TRAVELERS TO LONG BEACH

Those attending the joint North-South SLA meeting in Long Beach were: Lorraine Pratt from Stanford Research Institute; Edwarda Adams, Langley Porter Clinic; Madeline Black, Western Regional Research Laboratory, U.S. Department of Agriculture; Thelma Hoffman, Shell Development; Margaret Rocq, Betty Roth, and Katherine Karpenstein, Standard Oil Co. of California; Oda B. Hansen, U.C. Radiation Laboratory; Louise Stockle from Martinez; and Vera Slaughter, Oakland Public Library.

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****

EMPLOYMENT OPPORTUNITIES

At the first Chapter Board meeting of the year, the Board voted to blind-list job opportunities. Qualified applicants should phone Mrs. Roth, Employment Chairman, SUtter 1-7700, Ext. 2945 around 4:30 any day.

EAST BAY	Woman preferred: degree in chemistry, strong organic. For patent classification, files, research reports. Ride pools available from Bay Area. Approx. $450. Library school not required.
EAST BAY BEHIND HILLS	Woman. Technical librarian. Assist setting up and operating part of corporation branch library of classified and unclassified documents,R &D files, books and periodicals; set up and guide literature searches, train other personnel in subject files, abstracting. Library school degree preferred. 5 years experience required in technical and classified document work. Salary determined by background and qualifications.
PENINSULA	Electronics asst. librarian(cataloger and indexer). Woman preferred. 25-45 years of age. Physical science major. Library school or equivalent experience in technical library. At least 2 years experience technical library. Reading knowledge Russian or German; U.S. citizen; must be able to obtain clearance for classified work.
PENINSULA	Reference librarian; Economics subject training; library school degree; help with cataloging; maintain surveillance of economic literature. Minimum 2 years experience, technical or business library; 25-45 years of age. $450-550.
NORTHERN NEW JERSEY Special letter to S.F. Employment Chairman	Technical librarian, degree in chemistry, plus library school. Prefers reading knowledge German, some industrial library experience. For well-equipped, 11,000 vol. library. Salary depends on background and years of experience.

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A Western Institution

December 8, 1958

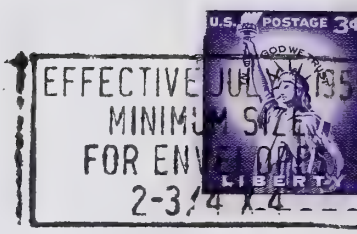
Dear S. L. A. members everywhere (in the West):

During the year approaching (at near the speed of sound) you will be celebrating your 50th birthday. This will be an exciting commemorative time for you and we at Stacey's want to be among the first to send you our warmest congratulations and best wishes. After 35 years in the scientific book field ourselves, we have a deep appreciation of the task you've accomplished in filling the specialized literature needs of people in industry, business, and education.

May this Christmas season be your merriest, the New Year your most joyful, and the next 50 years your most rewarding.

from the fifty-five members of the Stacey staff





Mrs. Isabella L. Nestor, Librarian
Crocker-Anglo National Bank
1 Sansome St.
San Francisco 20, Calif.

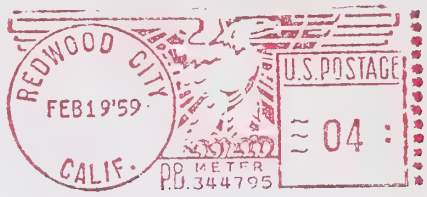
SPECIAL LIBRARIES ASSOCIATION

SAN FRANCISCO BAY REGION CHAPTER

MEETING ANNOUNCEMENT

Date:	Wednesday, February 25, 1959
Place:	7:30 P.M. at Millberry Student Union Building, University of California Medical Center, Parnassas at 3rd. St., San Francisco, California.
Program:	Guest speaker and tour of Medical Center Library.
Refreshments:	Coffee and cookies. There will be a charge of 50¢ per person to cover the cost of catering service and rental of meeting room.

NO RESERVATIONS NECESSARY



Miss. Elise Hoffman,
Foremost Dairies, Inc.
425 Battery Street,
San Francisco 11,
Calif.

San Francisco Bay Region Chapter Bulletin • Special Libraries Assn.



Vol. 29 No. 3 March 1959

MARCH MEETING

Mrs. Margaret Fuller of the American Iron and Steel Institute, National President of Special Libraries Association will visit the Chapter on March 18, 1959. A cocktail party and dinner will be held at the Cliff House in honor of her visit.

JANUARY MEETING

The Bay Area Air Pollution Control District was the scene of the January meeting of the San Francisco Bay Region Chapter of SLA. The meeting was devoted to descriptions of three specialized information storage and retrieval systems.

Gloria Smith, Librarian of the Bay Area Air Pollution Control District, described her system which combines Filmsort jackets for storage of reports and articles on microfilm. She is using the Uniterm system for retrieval. Equipment used in this system was demonstrated by Mr. Laurenti of Minnesota Mining and Manufacturing Co.

Mary Lou Fields, Document Librarian at Ampex Corp., discussed an application of Microtape to the filing and retrieval of company technical specifications. Mr. William Whitney of Bay Microfilm Corp. described the technical processes involved in this operation.

James Ferguson and Roy Nielsen of the San Francisco Regional Office of the Armed Services Technical Information Agency, described the organization of their collection of technical reports on microcards and the services available to organizations engaged in government sponsored research.

After a question period, informal tours were conducted at the District through the offices, laboratory and library.

NOVEMBER MEETING

After a social hour and dinner at Gino's Restaurant, the membership heard an entertaining discussion by Mr. Robert MacMakin, Production Manager of Taylor and Taylor Printers, on "A Philosophy of Printing." A tour of the plant followed.

FEBRUARY MEETING

A meeting was held at the Univ. of California Medical Center Library with Mrs. Tommasini, Librarian, speaking on her collection. The meeting was followed by coffee and cookies and a tour of the Medical Center Library.

SPRING 1959 DUPLICATE EXCHANGE

Thirty five copies of each list will be needed for the Spring list. For convenience in packaging, they should be on 8½" x 11" sheets. It is requested that the form be as compact as possible, typed single space in order to reduce the weight of the package. If for some reason, any library finds it impossible to supply multiple copies of its list, the Chairman (OL 3-2100) will be glad to help solve the problem.

Deadline for contributions is March 13. Want lists need not be accompanied by duplicate lists. Note should be made of how long material will be kept before discard.

Distribution of sets of lists will include all contributors, and any other libraries or individuals who request sets by filling out and returning the attached blank by March 13.

Eugenie Ironside, Chairman
Duplicate Exchange Committee

Miss Eugenie Ironside
Shell Development Company
Emeryville, California

Please send a set of the Spring 1959 duplicate exchange lists to the following address:

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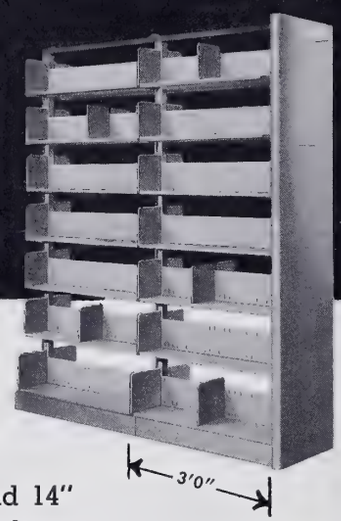
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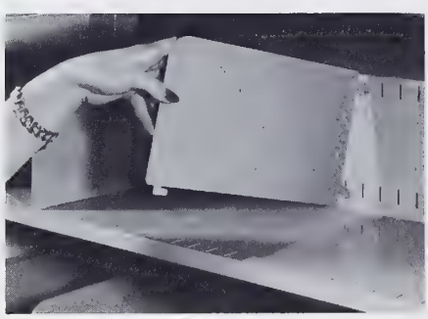


SINGLE-FACED
shown with end panel.
Base shelf 10″ or 12″

Ames "Shelf-Filer" equipment consists of a simple skeleton frame which supports cantilevered "bracket-type" shelving equipped with a series of vertical shelf dividers. It is simple to install and rigidly constructed to handle the heaviest loads. Ranges are made up of one or more 3-foot units and may be lengthened or shortened at any time by adding or removing these units. Base supports are equipped with leveling screws, eliminating any need for shims. To harmonize with the office interior, Ames offers a wide range of finish colors at no extra cost. Single- and double-faced units are available, with or without end panels.

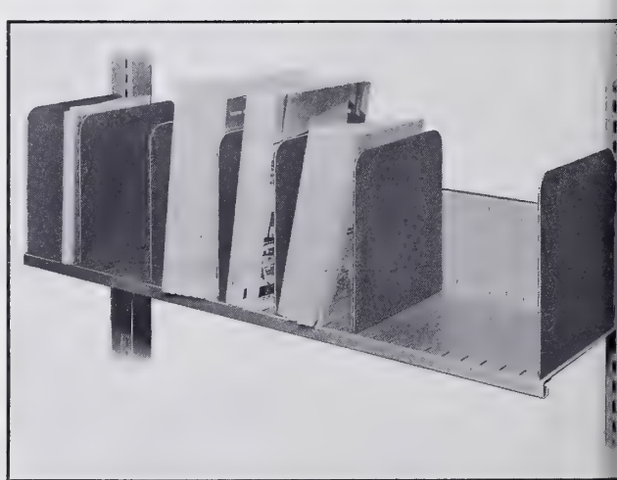


DOUBLE-FACED
shown with end panel.
Base shelf 10″ or 12″



DIVIDED SHELVES are available in 10″, 12″ and 14″ depths. All shelves are readily interchangeable and adjustable on the slotted upright supports at 1″ vertical intervals. Single steel shelves support 40 pounds per square foot; will not warp, check or crack. Loaded shelves may be removed for reference work anywhere in the office.

SHELF DIVIDERS Each steel divider is held in its vertical position by three hooks; two hooks engaging slots in the shelf back, and the third hook engaging a slot in the front edge of the shelf. Dividers are easily moved to any desired position along the shelf, in 1″ increments. Dividers hold material on the shelves in upright position and prevent stored material from becoming too tightly packed. The shelf back panel assures uniform alignment of filed material for ready reference and neat appearance.



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*Height of Standard Range: 7′6″ Length of Standard Shelf: 3′

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MARGARET H. FULLER
1958-1959 PRESIDENT OF THE SPECIAL LIBRARIES ASSOCIATION

Margaret H. Fuller (Mrs. Francis A.), Librarian of American Iron and Steel Institute in New York City, is the 1958-1959 President of the Special Libraries Association.

Mrs. Fuller accepted the position she now holds with American Iron and Steel Institute in 1949, having acquired wide experience during the previous six years as librarian for George S. Armstrong and Co., Inc., a management engineering firm in New York. In addition to guiding the development of the library of American Iron and Steel Institute, she has done much to further cooperation and communication among the 50 or more libraries in the member iron and steel companies. A graduate of Wheaton College in Norton, Mass., she received her formal library training at the School of Library Service, Columbia University, and later took graduate courses at New York University. She began her business career as a business research statistician for Western Electric Company in New York City and, upon moving to American Telephone and Telegraph Company in 1938, she became an assistant in the information library.

Mrs. Fuller has been an active SLA member since 1941 and has held a number of important Association positions, particularly as President of the New York Chapter, Chairman of the Metals Division and Chairman of the Committee on Special Libraries, the Association's official journal. Interested in recruiting talented young people into the field, she has given several talks and written articles about careers in special libraries.

President Margaret H. Fuller is scheduled to visit San Francisco on 18 March 1959 and at that time will attend and talk at our SLA Chapter meeting. The membership of the San Francisco Bay Region Chapter is urged to take this opportunity to meet her.

DOCUMENTATION PROGRESS

Congratulations to the Editor, Roy Nielsen, on a job well done in introducing the first issue of DOCUMENTATION PROGRESS, a new documentation newsletter and a new SLA division bulletin. Plans are to publish it quarterly for free distribution to members of the Documentation Division of Special Libraries Association.

POST-CONVENTION SESSION ON INTERNATIONAL COOPERATION IN DOCUMENTATION, IN ATLANTIC CITY

AEC, OTS, UNESCO, the State Dept., the Library of Congress, ASTIA and other agencies of the U.S. as well as representatives of foreign governments, have been invited to participate in this session on International Cooperation in Documentation. The program will be concerned not only with existing systems and methods of cooperation but also with methods of increasing and improving this cooperation.

PUBLICATIONS OR ARTICLES OF INTEREST

SCIENTIFIC PUBLICATIONS INDEX. Le Conseil Europeen Pour La Recherche Nucleaire (CERN), otherwise known as the European Organization for Nuclear Research, has issued the first list of its publications under the title INDEX OF SCIENTIFIC PUBLICATIONS, 1955 - 1957. The volume is divided into three parts: Part I lists CERN publications arranged in chronological order, with an indication of original source if the item is a reprint and appropriate notations for out-of-print items; Part II presents a classified index of the publications; Part III is a list of authors, arranged in alphabetical order, indicationg the year and the number (in the series) of their publications. May be secured from International Documents Service, Columbia University Press, New York 25, N. Y. (price unknown).

"Knee-deep in paper" Allen Kent. PRODUCT ENGINEERING. January 12, 1959. pp 33-37. Mr. Kent had the good fortune of having been assigned to an all documentation trip to a number of countries in Europe and the U.S.S.R. This was a seven week trip which started with four weeks in the U.S.S.R. and followed by visits to the Netherlands, France, England, Germany, Italy, and Spain. This article presents Mr. Kent's findings on documentation progress, outlining his findings in each country.

TECHNICAL TRANSLATIONS. The Special Libraries Association Translation Center located at the John Crerar Library in Chicago has announced an enlarged program of translation acquistion in January 1959. This new program is being initiated in cooperation with the Office of Technical Services of the U.S. Department of Commerce. OTS is going to serve as the collection center for governmental publications both domestic and foreign. The SLA Translation Center will collect non-gonernmental translations both domestic and foreign. All the translations will be indexed, abstracted and listed in a semi-monthly publication of the Office of Technical Services to be called TECHNICAL TRANSLATIONS. This new publication will cost $12.00 per year. Because TECHNICAL TRANSLATIONS will begin publication in January 1959, the Special Library Association publication TRANSLATION MONTHLY ceased publication with the December 1958 issue.

NEWS FROM CLEVELAND CHAPTER BULLETIN

The Cleceland Chapter is initiating a "sponsor" program with the Western Reserve University Library School. A number of Chapter members will act as a "Big Brother" of "Foster Mother" to a student at the Library School. This will provide the student with the opportunity to visit a special library and discuss the field, its opportunities and trends with a working librarian.

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RECENT CHAPTER APPOINTMENTS

Oda Hansen has been appointed to replace Barbara Crowley as a Director of our Chapter. In this position, Oda assumes responsibility for the hospitality functions assigned to this office.

Mary Lou Fields, of Ampex Corp., assumes the editorship of the Bulletin with this issue. She replaces Mary McCain, Standard Oil, who is recuperating in Memphis, Tenn. from recent surgery on a detached retina. At latest word, Mary will be back in the San Fransicso area soon.

CHAPTER MEMBERS IN THE SPOTLIGHT

Congratulations to chapter member Paul Kruse, Librarian at Golden Gate College. Paul has recently been presented with a Doctor of Philosophy degree from the University of Chicago graduate library school. He wrote his thesis for the Ph.D. on the History of the Encyclopedia Britannica from 1768 to 1943.

Alleen Thompson, our National Director, has returned from the February Executive Board meetings in Chicago. She reports that the Board has approved our nomination of Paul Kruse as Chairman for the 1961 Convention to be held here in San Fransicso.

Paul has indicated his willingness to assume this very important assignment, and anticipates the full cooperation of all Chapter members in planning this event. Many of you will be approached soon to help in the programming. The success of the Convention rests upon assistance from each of us.

Margaret Rocq, Standard Oil, announced her retirement in December, 1958. From latest reports, however, Margaret is still very much involved in library work, both on a local and national level. Our Chapter owes much to Margaret's interest and participation since its beginning, and we are grateful to her.

NOMINATING COMMITTEE MEETING

The 1959 Nominating Committee of the San Fransicso Bay Region Chapter of the SLA met at the Nugget Grill on Tuesday, 10 Feb. to consider the suggestions for the offices of: Vice-President (President-Elect), Director, and Treasurer. The Committee members are: Eva Lou Fisher, Marjorie Griffin, Betty Jo Hardison, Beverly Hickok, Anne Protopopoff, and Barbara Houghton, Chairman.

NEW MEMBERS

Mrs. C.W. Clark, La.
Stauffer Chemical Co.
Research & Development Lab.
1375 S. 47th St.
Richmond 4, Calif.

Mr. Roy A. Johnson
Documentation Section
Stanford Research Institute
Menlo Park, California

TRANSFERS

Miss Patricia Ann Lillis
Stanford Research Institute
Menlo Park, California

Mrs. Maude K. Swingle
1241 Bush St., Apt. 303
San Francisco 9, Calif.

Mr. George E. Owens
Broadview Research Corp.
1811 Trousdale Ave.
Burlingame, California

REINSTATEMENTS

Miss Verna Jean Van Velzer
General Electric Co.
Technical Library, Microwave Lab.
601 California Ave.
Palo Alto, California

VALUES OF SLA

Marion R. Taylor, President of Georgia SLA Chapter - "To me, one of the important values of SLA lies in the opportunities it offers for individual participation - within the Chapters and Divisions and even in the affairs of the Association itself. Those who have attended annual conventions have observed the attention given to expression of individual and Chapter opinion."

Mail your ideas, news items, or articles that have been of special interest, to the editor so we can make this Chapter Bulletin one in which the members actively participate.

The deadline for receiving news for the May Bulletin is April 15, 1959.

FUTURE SLA CONVENTIONS

1959 - Atlantic City, N.J., Hotel Chalfonte, Haddon Hall - May 31 - June 3, 1959.

1960 - Cleveland, Hotel Cleveland June 5 - June 9, 1950

1961 - San Francisco, Sheraton - Palace Hotel. May 28 - June 1, 1961.

MAKE YOUR PLANS NOW FOR THE ATLANTIC CITY MEETING

NOTEWORTHY STATISTICS ON SLA

5,500 members

31 Chapters - Largest- New York, 1297 members.
Smallest - Heart of America 30 members.

16 Divisions - Largest - Sci-Tech. 2248 members.
Smallest - Transportation 71 members.

NATIONAL LIBRARY WEEK

The second National Library Week is scheduled for April 12 to April 18, 1959.. Emphasis is placed on the importance of reading in American life and the importance of libraries of all kinds. Special Libraries for January, 1959, lists several ideas which have been used successfully in promoting this observance in the past year. Forms for ordering materials from National Library Week headquarters in New York are available from Lorraine Pratt, Bay Region SLA Chapter President.

A R T I S A N B I N D E R Y

Bookbinding to Class A Library Specifications.

CHEMICAL ABSTRACTS

TRADE JOURNALS

MEDICAL JOURNALS

LIBRARY BOOKS

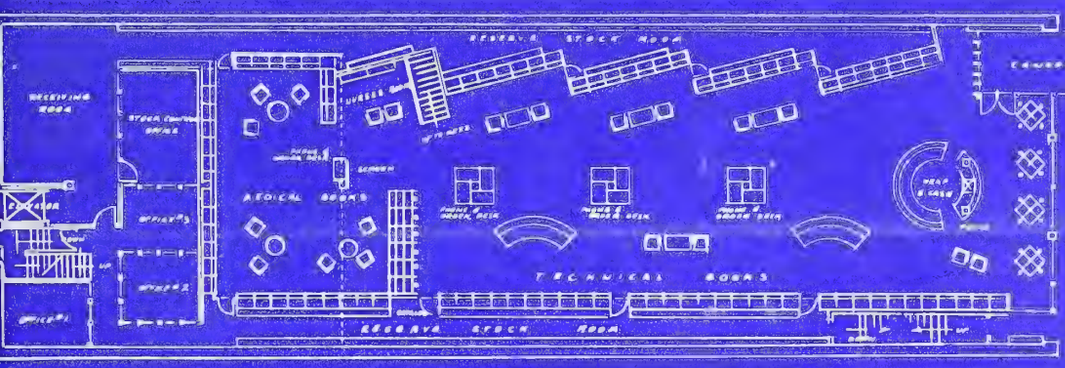
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JOHN S. BOLLES
ARCHITECT
SAN FRANCISCO, CALIFORNIA

1959

TO ALL STACEY CUSTOMERS:

THE LAST WEEK IN APRIL OUR STORE ADDRESS WILL CHANGE FROM 551 TO 581 MARKET STREET. WE'RE QUITE EXCITED ABOUT THIS NEW PROFESSIONAL, SCIENTIFIC, AND HOBBY "BOOK CENTER" BECAUSE, ALTHOUGH THE PRESENT STORE HAS BEEN LABELED "THE MOST BEAUTIFUL BOOKSTORE IN THE WORLD" AND "THE STORE DESIGNED AROUND THE BOOK LOVER," WE NOW HAVE A GOLDEN OPPORTUNITY TO FURTHER ENRICH YOUR COMFORTS AND CONVENIENCES. THE ARCHITECT, AS THE REDUCED BLUEPRINT SUGGESTS, IS HIGHLY IMAGINATIVE AND WITH GREAT SKILL IS WEAVING IN THE FUNCTIONAL AND AESTHETIC NEEDS DICTATED BY OUR 35 YEARS' EXPERIENCE IN SERVING PROFESSIONAL AND SCIENTIFIC PEOPLE.

AS THE CONSTRUCTION PROCEEDS, YOU'LL BE HEARING MORE ABOUT THE MOVING DATE AND ABOUT THE NEW BOOK CLASSIFICATIONS BEING INTRODUCED FOR AN EVEN MORE COMPLETE SELECTION OF MEDICAL, TECHNICAL, BUSINESS, AND HOBBY BOOKS.

SINCERELY YOURS,
THE PEOPLE OF STACEY'S

Continuing the policy of blind listing positions in the Chapter Bulletin; voted by the Board of this Chapter last Fall, the following openings are available. Qualified librarians should call Employment Chairman, Mrs. Roth, Standard Oil of California Library, 11:30 or 4:30 any day. Su 1-7700, Ext. 2945.

East Bay close in-- Assistant Librarian; prefer college degree and graduate degree. Processing, routing, indexing of periodical articles; binding; requisitioning of supplies; taking inventory of book holdings; assume responsibility of library in absence of librarian, including reference. No salary listed.

East Bay - Behind the hills - Assistant Librarian technical. Assist in setting up classified and unclassified documents, research and development files, archives and assoc. card files. Set up and guide literature searches as requested by technical staff. Graduate library degree required. Some tech. experience necessary also. Salary determined by background and qualifications.

East Bay close in-- Technical information specialist. A staff position. Handle needs of information and research groups for approximately 600 professional staff. Degree in organic chemistry necessary. Around $10,000.

San Francisco downtown--Assistant Librarian. Requires grad. library degree, with economics/business background preferred. Experience none, or 1 year after library school. Daily reading of newspapers; some business periodicals; general reference; some cataloging, especially state and U. S. documents (Last is very important). Salary around $400 subject to candidates qualifications.

San Francisco downtown-- Librarian in a one-man library. Must be library school graduate and have some experience. Librarian has some clerical assistance daily. $400-475 depending on experience.

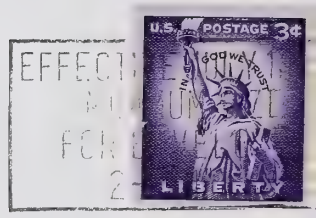
Upper Bay-- Assistant Librarian. Degree in chemistry; library school not required. Prefer woman. Patent classification files, patent application, research report files. About $450.

Bottom of Bay-- Asst. Librarian to take responisbility for a branch library in a corporation. Must have graduate library school. No salary listed.

Peninsula-- Assistant Librarian technical. Responsible for cataloging and indexing, and for Uniterm indexing. Supervise training non-professional staff; supervise publication of Library Accessions List; assist with tech. reference. College grad. with major in physical science; library school or equivalent; also at least 2 years experience in tech. library. Must be able to be cleared for classified work. Woman preferred 25-45. $450 - 600.

Peninsula--Chief, Literature Research. Organize and direct operation of literature Research section of large information unit. Analyze and forecast equipment and personnel requirements for proper operation of section. Maintain awareness of latest info. handling techniques; work closely with other info specialists. Graduate library degree preferred. Minimum 3 years in technical library, emphasis on engineering, searching, and administration. Prefer experiecne or knowliedge of electronic processing techniques applied to lit. searching. $625 - 835.





Miss Elise Hoffman
Research Department
Foremost Dairies, Inc.
4-5 [illegible]
[illegible], Calif.

San Francisco Bay Region Chapter Bulletin • Special Libraries Assn.



Vol. 29 No. 4 May, 1959

MAY MEETING

ANNUAL BUSINESS MEETING AND INTRODUCTION OF NEW OFFICERS

MEETING: Wednesday, May 20, 1959

DINNER: 6:30 P.M., Gold Room of the Claremont Hotel,
Ashby and Claremont Avenues, Berkeley, California
Buffet dinner
Price: $3.50, tax and tip included

SOCIAL HOUR: 5:30 - 6:30 P.M., Terrace Lounge

PROGRAM: 7:30 P.M., Lanai Room 3
Panel discussion on "EDUCATION FOR SPECIAL LIBRARIANSHIP"
Moderator: Robert Meyer, University of California,
Radiation Laboratory.
Members: Dean J. Periam Danton, University of California
School of Librarianship.

Lyman Nichol, Philco Corporation, Palo Alto.

Charles Y. Glock, Director, Survey Research
Center, University of California.

We are inviting as guests for the meeting the students of the University of California School of Librarianship.

ANNUAL REPORTS OF OFFICERS, 1958-1959

PRESIDENT

The president's task would be a difficult one, indeed, if it were not for the cooperation received from all Chapter members. To each officer, committee chairman and committee member, I extend my thanks for your unfailing assistance. Thanks, also, to all members who supported the Chapter activities throughout the year. It has been interesting and pleasant to have served as President of the San Francisco Bay Region Chapter of Special Libraries Association.

Although resignations were tendered in mid-year by our Bulletin Editor, Mary McCain, and Hospitality Director, Barbara Crowley, the functions of each office continued to move smoothly as Mary Lou Fields and Oda Hansen took over the direction of these two activities.

Eight Chapter meetings were held this year, one of which highlighted the visit in March of our National President, Mrs. Margaret Fuller.

At the March meeting it was the Chapter's pleasure to honor two retiring Chapter members, Margaret Rocq and Margaret Hatch, who have each been so instrumental in the success of our Chapter.

During this 50th Anniversary Year of Special Libraries Association, our Chapter is also deeply involved in plans to host the 1961 National SLA Convention. Paul Kruse has plans already underway for many of the preliminaries for this important event.

The annual reports of the committees are printed in this Bulletin and I recommend they be read in their entirety.

Each of you who participates in future activities, committees and offices of our Chapter will, I am sure, find it a stimulating and rewarding experience.

Respectfully submitted,

Lorraine Pratt

Lorraine Pratt, President
San Francisco Bay Region Chapter
1958-1959

SECRETARY

The minutes of two executive board meetings and five general meetings were recorded by the Secretary and carbon copies were sent to the Chapter President and to the Chapter Archives Chairman.

A complete list of the 1958 officers and committee chairmen of the San Francisco Bay Region Chapter of Special Libraries Association was sent to the National Office of SLA in New York. Copies of this list were also sent to all Chapter officers and committee chairmen.

The Secretary's card file of Chapter members has been kept up-to-date by a periodic check with the membership lists sent by the Chapter Membership Chairman. Nearly all discrepancies have been reconciled between these two files.

Work has been started on the compilation of the new Chapter membership directory.

Several requests for Chapter letter-head stationery were filled by the Secretary. Orders have been placed for a new supply of envelopes and stationery due to the dwindling supply now on hand.

Joanne C. Dandois, Secretary

TREASURER

July 1, 1958 - March 31, 1959

Balance on hand, July 1, 1958			$ 554.62
Receipts		$ 260.25	
Budget check from SLA		$ 213.25	
Bulletin advertising		47.00	
		$ 260.25	
Disbursements		$ 291.19	
Bulletin		$ 136.20	
Labor	$ 113.35		
Postage	19.62		
Miscellaneous	3.23		
	$ 136.20		
General postage		39.92	
Miscellaneous		60.05	
Sales tax		5.31	
Dinner guests		29.70	
Announcements		20.01	
		$ 291.19	
Net loss for the period			30.94
Balance on hand, March 31, 1959			$ 523.68

Edgar R. Larson, Treasurer

ADVERTISING COMMITTEE

Following is the report from the Advertising Committee activities.

The San Francisco Bay Region Chapter secured the following orders for advertising in the Chapter's Bulletin for the period September 1958 through May 1959:

J. W. Stacey	1 page insert	4 issues	$ 36.00
Artisan Bindery	¼ page mimeo.	4 issues	11.00
Bay Microfilm	¼ page mimeo.	4 issues	11.00
W. R. Ames	2 page insert	2 issues	48.00
Gaylord Bros.	¼ page mimeo.	3 issues	9.00
Total revenue received or to be received			$ 120.00

Mary Lou Fields, Chairman

ARCHIVES COMMITTEE

The activities of the present chairman have been largely confined to getting information from the Archives on request. The work on reorganizing the files was carried on by Katherine Karpenstein through the end of 1958; this project should be completed in 1959.

The Chapter is greatly indebted to Mechanics Library for providing space for these files. Without such provision, with changing chairmen and overcrowded libraries, valuable Archive material would inevitably be lost.

Elise Hoffman, Chairman

BULLETIN EDITOR

The Chapter Bulletin was published four times during the 1958 - 1959 year. The September and November Bulletins were published under the editorship of Mary McCain who resigned the first of the year because of an eye operation. Bulletins were also published in March and May.

Postcard or one page announcements were mailed to the Bay Area Chapter Members. Mimeographing and mailing of all but two announcements were done by Bay Cities Duplicating Company in San Francisco. Their mailing list was revised monthly. Two announcements were mailed at the expense of Ampex Corporation. This action was the most expedient in those situations. The official ballot for the 1960 slate of officers was mailed to members in May.

Copies of the Bulletin were sent to National SLA Officers and Directors and to Presidents of the other Chapters.

Mary Lou Fields, Bulletin Editor

CHAPTER CONSULTANT

During the year three requests for information on organizing special libraries were received by the Chapter Consultant. Reprints, pamphlets, and "Technical Libraries" from the Consultant's collection were loaned in each case. One company has started a small library (no librarian yet) and has asked for information on engaging a paid consultant. All three employers are considering further assistance from the Chapter Consultant.

Two chapter members have sent "Applications for approval as Chapter Consultant" to the Chairman of the Consultation Service Committee. A few more members are considering making application.

Phyllis Anderson, Chairman, Subcommittee on Promotion of New Libraries, has had opportunity to offer advice to two or three companies during the year.

A new chemical company library was started by a librarian secured through the Employment Committee. This company was offered Consultation Service but after the library was started probably had no need for it.

Margaret M. Rocq, Chapter Consultant
Elizabeth B. Roth, Chairman, Employment Committee
Phyllis J. Anderson

DUPLICATE EXCHANGE

Duplicate Exchange lists were issued in October and April.

The required number of lists for each mailing was announced in the Chapter Bulletin. All libraries participating in the activity sent the specified number of lists to the committee. The committee then mailed a set of lists to each contributing library and to all other libraries requesting a set.

In the Fall, 22 sets contributed by 9 libraries were mailed at a cost of $3.52. There were 11 lists in the Spring mailing sent to 23 libraries at a cost of $4.44.

Elizabeth Nutting
Eugenia Ironside, Chairman

* * * * * * *

LETTER RECEIVED FROM MARGARET H FULLER TO LORRAINE PRATT
March 30, 1959

"My visit to San Francisco Bay Chapter was certainly a pleasant one for me. I enjoyed all of it - the trip to IBM, the tea at Allied Arts in Menlo Park, the dinner with the chapter Executive Board on Treasure Island, the many things that were done for me the following day and, of course, the chapter dinner at the Cliff House.

I want to thank you, the chapter Executive Board and chapter members for all they did for me including the lovely camellias the night of the dinner."

EMPLOYMENT CHAIRMAN

Applicants

Number of new applicants (May - April)	30	(does not include non-qualified)
Number of applicants registered as of April 10	0	

Positions

Number of new positions listed (April '58 - April '59)	17
Number of positions available as of April 10	8

Placements

Number of placements (April '58 - April '59)	9

Salary of applicants placed (Number at each salary range)

$3000. to $4000.	
$4000. to $5000.	3
$5000. to $6000.	6
$6000. to $7000.	
$7000. to $10,000.	
$10,000. and over	
Temp. and part-time	

Additional for San Francisco Only

Interviews	62	Non-Professional placements	3
Referrals	61	Non-Professional job listings	3

Elizabeth B. Roth, Chairman

MEMBERSHIP COMMITTEE

Membership records of the San Francisco Bay Region Chapter as of April 21, 1959, show the following:

		1959	1958
I	Sustaining	1*	1
II	Life	1	1
III	Active	171	136
	Institutional	(discontinued)**	21
V	Associate	39	37
VI	Student	2	5
VIII	Emeritus	1	0
		215	201

* No report has been received regarding new sustained memberships; although a number have been sent to headquarters.

** Four institutional members were added prior to the discontinuance of this membership class.

MEMBERSHIP COMMITTEE

(continued)

Additional Memberships (50)
June 1958 - April 1959

	New	Transfer	Former Institutional Representatives	Reinstate
II(old)	(4)*			
III	7	12	23	4
V		1		
VI	2			1
	9	13	23	5

* Discontinued

Dropped from Membership (15)

	Transfer	Resigned	Dues Not Paid* As of 3/31/59
III	5	7	13
V	2	1	3
			2
	7	8	18

* These are being checked. Some have or will send payment; some have resigned or moved from the area.

Note: Sixteen applications were sent to prospective members. Four have become members.

Amy W. Rose, Chairman

PROGRAM COMMITTEE

Fewer library visits were scheduled this year, since we have visited in the recent past most of the larger libraries in the area. There were two meetings involving trips, the Joint North-South meeting held in conjunction with the California Library Association meeting in Long Beach, and the September meeting in San Jose. The two methods meetings were the October meeting (held November 1) and the January meeting.

Suggestions for future programs include:

Workshop on compilation and production of library bulletins and similar publications.
Patents as sources of information.
Trends in personnel practices.
The History of the translating industry and the location of translations.
Present state of information services in the electronics industries.
Books and censorship.

Suggestions will be welcomed regarding inexpensive restaurants in the Bay Area and libraries which the membership would like to visit.

PROGRAM COMMITTEE

(continued)

Dinner arrangements for the September and November meetings were made by Miss Barbara Crowley, Hospitality Chairman. Mrs. Oda Hansen, who was appointed Hospitality Chairman when Miss Crowley moved to Modesto, made arrangements for all the spring meetings.

MEETINGS:

September 25
Thursday

Location: IBM Research Laboratory, San Jose
Hostess: Miss Marjorie Griffin
Dinner: IBM Research Laboratory cafeteria
Program: Cartoon movie describing the evolution of computing machines followed by a tour of IBM's facilities in its new San Jose location and a demonstration of the RAMAC computer being used for literature searches. The tour terminated in the library, where the staff described the mechanization of various library routines.

November 1
Saturday

Location: Long Beach (Annual Conference, California Library Association)
Luncheon: Lafayette Hotel
Program: Panel discussion: Subject Headings in Special Libraries. Panel members were William Conway of Clark Memorial Library, Scott Kennedy of General Electric Defense Electronics Division, Mrs. Jeanne Lloyd of Citrus Experiment Station at U.C. Riverside, and Mrs. Patricia Powell of the California State Fisheries Laboratory Library.

November 19
Wednesday

Location: Taylor and Taylor, Printers
Host: Robert B. MacMakin, Production Manager
Dinner: Gino's Restaurant
Program: Speech by Mr. MacMakin on "A Philosophy of Printing," followed by a tour of Taylor and Taylor's plant. Of special interest was a collection of books on printing techniques, plus a display of special editions showing types of printing and binding.

January 22
Thursday

Location: Bay Area Air Pollution Control District
Hostess: Gloria Smith
Dinner: Beef and Bird Restaurant
Program: Description of three specialized information storage and retrieval systems:
Gloria Smith (with Mr. A Laurenti of Minnesota Mining and Manufacturing Co.) - Filmsort microfilm jackets combined with a Uniterm system for retrieval
Mary Lou Fields of Ampex (with William Whitney of Bay Microfilm Corp.) - Microtape for filing of catalog material;
James Ferguson and Roy Nielsen of the San Francisco Regional Office of the Armed Services Technical Information Agency - organization and distribution in a collection of reports available to organizations engaged in government sponsored research.

This was followed by a tour of the District offices and examination of the Filmsort-Uniterm system in service.

February 25
Wednesday

Location: University of California Medical Center Library
Hostess: Mrs. Carmenina Tomassini
Coffee: Milberry Student Union Building, University of California Medical Center
Program: Mrs. Tomassini discussed the problems of integrating ten specialized collections while moving into a new library. Her talk was followed by a tour of the new facilities and an examination of the Medical Center's collection of books and equipment important in the history of medicine.

March 18
Wednesday

Cocktail party and dinner in honor of the Special Libraries Association President, Mrs. Margaret Fuller, at the Cliff House in San Francisco.
Host for the cocktail party: Mr. William L Butler, President of J W Stacey's, Inc. and his staff.

April 16
Thursday

Location: Alouette Restaurant, San Francisco
Program: Dr. Ray E. Held, Assistant Professor at the University of California School of Librarianship, spoke on the history of early California libraries.

May 20
Wednesday

Location: Claremont Hotel, Berkeley
Program: Annual Business Meeting.
Panel discussion on "Education for Special Librarianship."
Moderator: Robert Meyer, University of California Radiation Laboratory
Members: Dean J. Periam Danton, University of California School of Librarianship;
Lyman Nichol, Philco Corp., Palo Alto;
Charles Y. Glock, Survey Research Center, University of California.

SPECIAL EVENTS:

July 15
Tuesday

Dutch Treat cocktail party held in conjunction with the American Library Association convention in San Francisco. Mrs. Amy Rose arranged the use of the San Francisco Bar Association Lounge in the Mills Tower Building. Miss Barbara Crowley and Mrs. Oda Hansen served as hostesses.

Patricia W. West, Chairman

PUBLIC RELATIONS COMMITTEE

Two types of written releases have been sent out--announcements of meetings to come, and reports of meetings held.

Twelve newspapers were regularly contacted. The papers which were not owned by the Newspaper Room of the Oakland Public Library--Palo Alto Times, San Mateo Times, and San Francisco Progress-- were scanned by Perry Conway and Ann Protopopoff, two invaluable committee members. The others were read by the writer.

Besides sending out publicity releases to the papers, and talking to the various "editors" involved, the Chairman supplied information to one of our new members on the forthcoming conference in Atlantic City; and was able to advocate the establishment of a special library in two business concerns from her place at the General Reference Division Reference Desk of the Oakland Public Library. Data supplied by the National Association were most helpful in both instances.

It has been a real privilege, and a stimulating experience, to serve as Chairman of this committee and I wish to thank all members who have helped so willingly and cheerfully.

Vera Slaughter, Chairman

RECRUITMENT REPRESENTATIVE

Since the last report our recruiting pamphlet, "Putting Knowledge to Work," has been sent to vocational counselors at 18 local junior colleges. Accompanying the pamphlet was a letter offering cooperation in vocational programs and suggesting specifically: talks by SLA representatives on careers in special libraries; the arrangement of student visits to special libraries in the area.

The Recruitment Representative has corresponded with a young woman whose name was forwarded by the Executive Secretary in answer to a request for information on special librarianship. She was welcomed to the area and arrangements were made for her to visit libraries in fields of interest to her. Currently she is attending the School of Librarianship in Berkeley.

Recruiting literature and a letter have gone also to a high school student, a possible recruit suggested by Mrs. Elizabeth Roth, former Recruitment Representative.

A supply of the pamphlets, "Putting Knowledge to Work" and "Make Your Career in a Special Library," was sent to Barbara Burington to be used at a career day sponsored by the Catholic Alumni Club for a selected group of college-preparatory students from Bay Area Catholic high schools. Representatives of forty professions and specialties were invited to present their fields, Miss Burington, a librarian who has had experience in a special library, representing the library profession.

RECRUITMENT REPRESENTATIVE

(continued)

Suggestions for next year:

1. Appoint a committee. The ideas and enthusiasms of several people are needed--as well as the work.

2. Contact the local high schools again. Start letter by offering: speakers, help at career day programs, visits to libraries for groups or individual students. Make this the point of letter and you may get some answers. (Starting the letter by introducing the pamphlet obscures the point.) Telephone contact at some local schools might work better.

3. Organize a "speakers' bureau," with names of members who can speak before interested groups, a few prepared notes or suggestions for talks, literature. Investigate recruiting films.

4. In conjunction with the Membership Chairman might arrange a talk or program to be presented at one session of U. C. Library School Course 203 (Introduction to Librarianship).

Edwarda Adams, Chairman

* * * * * *

CALENDAR OF LIBRARY MEETINGS IN THE SAN FRANCISCO BAY AREA

Vera Slaughter of the General Reference Division, Oakland Public Library, is keeping an informal 'calendar' of LIBRARY meetings in the San Francisco Bay Area, such as those of the SLA, the Reference Librarian's Council, the Northern California Technical Processes Group, CURLS, (of CLA), CLA documents committee workshops, Library School Alumni Associations and any other related groups. This information is frequently requested by patrons, as the General Reference Division has the books and periodicals on library science for the Oakland Public Library system. She would be most grateful for information on forthcoming meetings, either through notes or telephone calls. (HIgate 4-8272, ext. 35)

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A Western Institution

May 20, 1959

To Members of the Bay Area Special Library Association:

When you're in San Francisco, reserve time to visit our all new, and exceptionally beautiful store just opened at 581 Market Street. It's approximately 65 yards west of the former location. (The only things unchanged are the phone number, still GArfield 1-4687, and zone number, San Francisco 5.)

Be sure to ask us for a tour. We're proud of this all new scientific and professional book center and would enjoy showing you the radical new features, conveniences, and procedures which have been designed to give you the highest quality of service you've ever experienced.

Sincerely,

All members of the Stacey Staff

BAY AREA SLA MEMBERS HONORED AT MARCH 18 MEETING

Margaret Rocq and Margaret Hatch were guests at the March 18 SLA Chapter meeting in honor of their retirement. They were each presented with a gold charm in appreciation of their years of service. Following are the letters of thanks received from them.

"I wish to thank all my SLA friends and associates for the token of appreciation presented to me. For those of you who did not see it-- it is a charming gold circle bangle with the Golden Gate Bridge in the center and I shall wear it on a chain bracelet. Although I have retired from my long-time library position, I hope that I shall go on working with the Chapter and see you all often in the years to come." --Margaret Rocq.

"I would like the members of the San Francisco Bay Region Chapter to know how much I appreciated the special things which you did for me at the March dinner meeting. It was such a nice surprise, and meant a great deal at this retirement time, for I have been so interested in the Chapter all through my years in special libraries in San Francisco.

The jonquil corsage was lovely, and I am very pleased with the attractive charm, which I shall enjoy wearing. The bridge will not only remind me of the Chapter, but of my good commuting days. I had the charm with other gifts at the Metropolitan on my last day there, and it was much admired. I was very proud to say it was from the SLA Chapter." --Margaret Hatch.

FUNDAMENTAL RUSSIAN NEW SCI-TECH PUBLICATION

Following are excerpts from a letter to the Bulletin Editor written by Helen P. Jackson, Sci-Tech Group, New York Chapter, 139 East 33rd St., New York 16, N. Y.

"The Sci-Tech Group of the Special Libraries Association is currently sponsoring a beginner's course in the Russian Language for its members in the New York metropolitan area...At the same time, we have undertaken the publication of Mrs. Michouroff's textbook written for adult student beginners...Mrs. Michouroff is an experienced and capable teacher and, we believe that anyone interested in taking up the study of the language, or in teaching it to beginners, will find this a practical text. We are therefore, asking if you will be so good as to place an announcement of the publication of this text in your bulletin, so that your members will be aware of it and know that copies may be secured for $3.50 a copy from the above address. Special rates will be given for orders of ten or more going to one address. Checks should be made payable to me."

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UNITED KINGDOM ATOMIC ENERGY AUTHORITY INFORMATION CENTRE

An Information Centre has been opened at the London Office of the United Kingdom Atomic Energy Authority. Its purpose is to provide a convenient centre in London where members of the public commercial firms and other organizations may consult published unclassified material and seek advice on sources of information. A collection of U K.A.E.A. unclassified Reports is available for reference. Indices and abstracts of atomic energy literature are filed and publications about the work of U.K.A E.A. are available.

The Centre forms part of the Public Relations Branch of the Authority, The facilities which it offers are complementary to the already well established information services provided by the Authority at Harwell, Risley and Aldermaston.

Next to the Centre is a photographic Library of some 8,000 photographs covering many aspects of atomic energy. Prints may be purchased out of stock or ordered to suit particular requirements. The library also holds stocks of slides in both color and black and white which are available on loan.

The Information Centre and the Photographic Library are open on weekdays between 9:30 a.m and 5:00 p.m.

CHAPTER REPRESENTATIVE APPOINTED TO SOCIAL SCIENCE DIVISION

Mrs. Marion M Smith
Jackson Library of Business
Graduate School of Business
Stanford University
Stanford, California

PROBLEM SOLVING - RUSSIA - USA

"I would like to quote an American visitor to Russia, W. H. Brandt, who said, in Mechanical Engineering, V. 78, p. 514, June 1956: "The status of material handling, illustrated the difference between the socialist system of USSR and the capitalist system of USA. In Russia problems get solved if they are big enough to come under the eye of planners in Moscow. Many small problems get neglected. In the USA problems get solved if someone can make money solving them. This catches the big ones and many small ones too. In Russia material handling is a problem; in the USA it is a business. The advantage is on our side in proving a high standard of living for our people. This advantage is not nearly so marked in producing for war. Everyone must change to a planned economy in producing for war. The Russians know how to operate a planned economy. We must not be complacent about our ability to excel them in military production."

From Southern Calif. Bulletin
February 1959

STANDARDS AND SPECIFICATIONS FOR LIBRARY SUPPLIES AND EQUIPMENT

The Council On Library Resources, Inc. announced plans for a national service to provide long needed standards and specifications for Library Supplies and equipment. A grant of $136,395 to the American Library Association will support a two year study.

To receive all announcements from the Council on Library Resources, Inc., write them at 1025 Connecticut Ave., N.W., Washington 6, D. C. Ask to be placed on their "Recent Developments" mailing list.

TO: Members of the San Francisco Chapter of the Special Libraries Association

Mrs. Dorothy M. Thomas of Mill Valley has asked me to make the following announcement and requests:

1. Word has been received that Assembly Bill 1985 which "Authorizes the State to give financial aid to library systems which meet certain enumerated minimum standards...' has passed the Education Committee. It will now go to the Ways and Means Committee.

2. Please write your Assemblyman about the bill urging its passage. In your communication refer to the authors' names (Ernest Geddes and Byron Rumford) and the number of the bill (AB 1985).

3. The Assemblymen are Bruce Allen for Santa Clara County (20130 Thompson Road, Los Gatos),Carlos Bee for Alameda County (1784 D Street, Hayward), Edward Gaffney for San Francisco Country (295 Sanchez Street, San Francisco), S. C. Masterson (El Sobrante District) for Contra Costa County (5800 Castro Road, El Sobrante.) The Sacramento address is State Capitol Building, Sacramento, California.

4. Will you also please write to Governor Edmund G. Brown urging the passage of Assembly Bill 1985 introduced by Ernest Geddes?

Copies of the Bill 1985 may be obtained by writing Bill Room, State Capitol, Sacramento. Two copies are free, additional copies are 3¢ each.

This bill is the result of the Public Library Commission's recommendations. Its passage will make great improvement possible.

Vera Slaughter, Chairman
Public Relations Committee

SCIENCE INFORMATION NEWS

Science Information News is a new bi-monthly publication which has been designed to meet the need for reporting and exchanging news of worldwide activities in science communication and documentation. It is the plan of the National Science Foundation, the publishers, to develop this periodical so that it will provide a previously unavailable service to all groups working in the various disciplines of science information. Science Information News is available for $1.25 per year through the Superintendent of Documents, U.S. Government Printing Office.

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The following positions are available as of April 27, 1959. Qualified Librarians should call Employment Chairman, Mrs. Roth, Standard Oil of California Library, 11:30 or 4:30 any day. SU 1-7700, Ext. 2945.

Deep Peninsula--Technical Librarian. Direct all activities of electronics library; includes supervisory responsibilities. Electronic or engineering library training desirable. 5 years general library, including 2 years electronic technical library work. Library school degree. Age 25 and up. $550-600.

Peninsula-- Reports Indexer. Review and index technical reports in the fields of engineering, economics and physical sciences. Assist head of report processing in subject searches and promotion of use of indexes, as required. Like experience. 5th year library degree plus 2 years of experience or B.S degree plus 4 years experience. Desired - Experience in any or all of the above subject fields. Preferable in indexing or cataloging. Also prefer experience in report literature. $450-600.

Deep Peninsula--Circulation reference assistant for science technical library. $400-550.

Upper Peninsula--Organize company's technical engineering files, reports and data. Library school graduate required. Professional experience must have included cataloging. Salary open.

Upper Peninsula--While Gov't. rated as non-professional at GS-5 4040-4940 with longevity 5090-5390, Gov't. eng. library wants prof. librarian.

San Francisco-- Chief Librarian. Library school. Economics, sociology, political science, or public health, if possible. Plan, organize and direct operation of a new library. Layout physical arrangement. Classify, catalog and index (or supervision of). Literature searches. Reviewing and abstracting of current articles. Library bulletin. $7-8000 to start. One clerical assistant planned at present.

Ankara, Turkey--Librarian (overseas position). Will be appointed to the teaching staff of the Library School in Ankara. Also act as library advisor and consultant for libraries in Turkey if needed in this capacity. School term starts in Nov. 1, 1959 but librarian should be there by Sept. 1, 1959. Assignment is for two years and is financed by a Ford Foundation grant to the American Library Association. Two Americans will be sent. Prefer a woman for this position. $9000 plus travel and other benefits.

East Bay-- Behind the hills - Assistant Librarian technical. Assist in setting up classified and unclassified documents, research and development files, archives and assoc. card files. Set up and guide literature searches as requested by technical staff. Graduate library degree required. Some tech. experience necessary also. Salary determined by background and qualifications.

East Bay close in--Technical information specialist. A staff position. Handle needs of information and research groups for approximately 600 professional staff. Degree in organic chemistry necessary. Around $10,000.

Upper Bay-- Assistant Librarian. Degree in chemistry; library school not required. Prefer woman. Patent classification files, patent application, research report files. About $450.

Bottom of Bay--Assistant Librarian to take responsibility for a branch library in a corporation. Must have graduate library school and experience. No salary listed.

Peninsula-- Chief, Literature Research. Organize and direct operation of Literature Research section of large information unit. Analyze and forecast equipment and personnel requirements for proper operation of section. Maintain awareness of latest info, handling techniques; work closely with other info. specialists. Graduate library degree preferred. Minimum 3 years in technical library, emphasis on engineering, searching and administration. Prefer experience or knowledge of electronic processing techniques applied to literature searching. $625-835.

Huntsville, Alabama--Redstone Arsenal, Huntsville, Alabama. U S. Army Ordnance Missile Command & Army Ballistic Missile Agency. (1) Librarian (Cataloging) Independently performing the full scope of cataloging and classification work, including the more difficult in a technical documents library. (2) Librarian (Reference) To serve as a professional librarian, independently performing ready reference, selective reference, comprehensive reference and bibliography work in a technical documents library, where technical subject matter competency is not required. Full four year course of study in accredited college or university, including at least 24 semester hours credit in Library Science. Some experience in the field of Reference and Cataloging work. Two to three years of experience required. No age limitations. $5000 to 7000 per year plus overtime hourly rates of 1 1/2 times regular hourly rates of pay.

Prospective employers note:
There are 4 beginning librarians who haven't signed up as of right now. They will be available in June and August, from U. C. Graduate Library School.

* * * * * * *

NATIONAL SCHOLARSHIP STUDENT AND LOAN FUND

The Chapter Executive Board voted to contribute $50.00 to the National Scholarship Fund on behalf of the membership. Individual contributions are welcomed as well.

NEW MEMBERS

Miss Judith Rosa, Ln.
Kaiser Engineers, Eng. Library
1924 Broadway
Oakland 12, Calif.

Mr. Robert A. Maynard
5863 Chabot Road
Oakland 9, Calif.

ADD - TRANSFER

Miss Jeanette E. Stanford
Rt. 8, Box 4900
Florin Road
Sacramento, Calif.

Mr. Edward W. Quinn
2751 Benton St.
Santa Clara, Calif.

Mr. Kenneth D. Carroll
1637 Woodland Ave.
Palo Alto, Calif.

Miss Clare Marie Hegele
1101 Noel Drive, Apt. 17
Menlo Park, Calif.

Mr. Alfred A. Beltran
632 Woodhams Road
Santa Clara, Calif.

Dr. William Kozumplik
891 La Pora Ave.
Palo Alto, Calif.

CHANGE ADDRESS

Miss Edwarda M. Adams, Ln.
Langley Porter Inst.
Parnassus & First Aves.
San Francisco 22, Calif.

Mr. Robert A. Anderson
5900 Folsom Blvd.
Sacramento 19, Calif.

Miss Dorothy M. Andrews, Librarian
McCutchen, Doyle, Brown & Enersen
351 California St.
San Francisco 4, Calif.

Mrs. Hildegarde Millar
1111 Spruce St.
Berkeley 7, Calif.

Mrs. Eiko Tomiyasu
751 Gailen Ave.
Palo Alto, Calif.

Mr. Alfred A. Beltran
Missiles and Space Division
Dept. 50-21, Bldg. 201
Lockheed Aircraft Corp.
Palo Alto, Calif.

Mrs. Barbara Ivantcho
591 Noe St.
San Francisco 14, Calif.

Mrs. Josephine J Williams
1130 W. Selby Lane
Redwood City, Calif.

ADD - REINSTATE

Mrs. Eleanor I. Schmidt
31 Clifton Ave.
Los Gatos, Calif.

ADD - FORMER INSTITUTIONAL MEMBER

Mrs. Helen C. Brenner
5 Montrose Road
Berkeley 7, Calif.

DROP - TRANSFER

Mrs. Margaret W. Sloane
3953 Don Tomaso Drive, Apt. 2
Los Angeles 8, Calif.

CHANGE NAME AND ADDRESS

Mrs. Mary Lou Fields Haire
350 Curtner, Apt. 6
Palo Alto, Calif.

RESIGNED

Mr. James de T. Abajian, Ln.
California Historical Society
3090 Jackson St.
San Francisco 9, Calif.

Mrs. Lillian Altman
3065 Montgomery Way
Sacramento 17, Calif.

Mrs. Bessie-Louise Bane
601 Colton St.
Monterey, Calif.

Mrs. Martha W. Barton
1951 Euclid Ave.
Palo Alto, Calif.

Miss Dorothy E. Hayes
451 Jerome Ave.
Piedmont, Calif.

SPECIAL LIBRARIES ASSOCIATION -- SAN FRANCISCO BAY REGION CHAPTER

OCTOBER MEETING

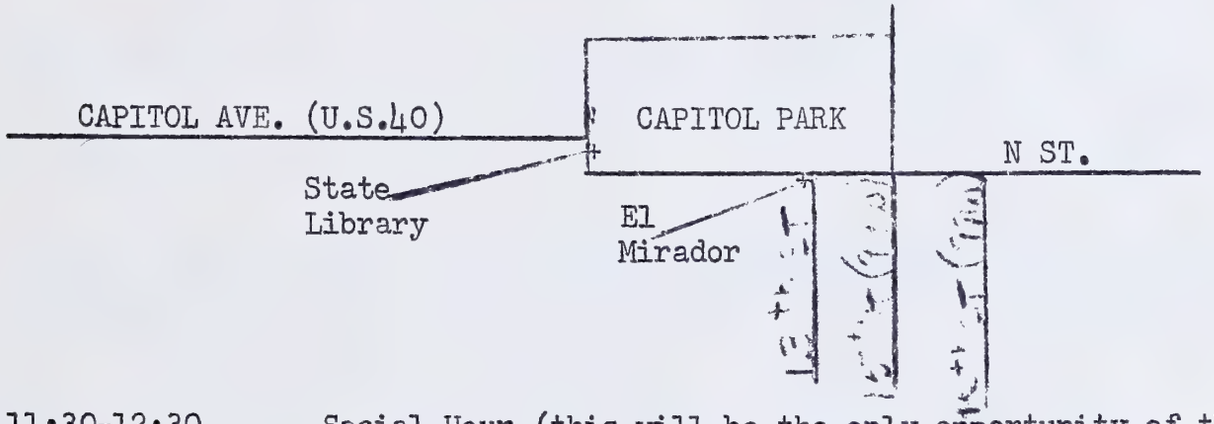
ANNUAL JOINT MEETING WITH THE SOUTHERN CALIFORNIA CHAPTER

DATE: Saturday, October 24th

PLACE: Sky Room, El Mirador Hotel, Sacramento (said to be similar to the Top of the Mark and one of the most pleasant meeting places in Sacramento)

The hotel is at 13th and N Streets, opposite the Capitol Park and only a few blocks from the State Library.

Lunch will be $3.00, including tax and tip



PROGRAM:

11:30-12:30	Social Hour (this will be the only opportunity of the year to meet the Southern California members)
12:30	Lunch
1:30	RESOURCES AND SERVICES WHICH THE CALIFORNIA STATE LIBRARY CAN PROVIDE TO SPECIAL LIBRARIES

Panel Speakers:
Carma Zimmerman, State Librarian or
Phyllis Dalton, Asst. State Librarian
Constance Lee, Supervising Reference Librarian
Allan Ottley, California Librarian
Mary Sanders, Law Librarian
Mary Schell, Government Publications Librarian

3:30 Tours of the State Library

TRANSPORTATION: When making your reservation, add: need transportation or can offer transportation; for how many; from where.

If you prefer to take a bus, Greyhound buses leave S.F. every hour on the hour for Sacramento, but the only one from Oakland leaves at 7:30 A.M. on Saturday mornings. Call directly for further information.

RESERVATIONS: To be made by noon on Wednesday, October 21st

San Francisco: Standard Oil Co. of Calif., SUtter 1-7700, Ext.2946
East Bay: U.C. Inst. of Transportation, BEacon 5-6000, Ext. 239
Peninsula: Stanford Research Institute, DAvenport 6-6200, Ext.2176

Call the East Bay number for any necessary changes after the deadline.

DON'T MISS THIS MEETING: An attractive location, an exceptional program, a chance to visit the State Library, the only opportunity of the year to see the Southern California Members.



Miss Elise Hoffman
Research Department
Foremost Dairies, Inc.
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San Francisco 11, Calif.

S. L. A. ARCHIVES

San Francisco Bay Region Chapter Bulletin • Special Libraries Assn.



Vol. 30, No. 1 October, 1959

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East Bay: U.C. Inst. of Transportation, BEacon 5-6000, ext. 239.
Peninsula: Stanford Research Institute, DAvenport 6-6200, ext. 2176.
(For any necessary changes after the deadline, call the East Bay number.)

SPECIAL LIBRARIES ASSOCIATION

OFFICERS AND COMMITTEES

1959-60

The S. L. A. Official Directory for 1959-60, listing Association officers, chapter presidents, division chairmen, section chairmen, committee chairmen, and special representatives, appeared in Special Libraries, Volume 50, Number 7, September, 1959, pages 355-8.

San Francisco Bay Region Chapter

PRESIDENT
Amy W. Rose

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and PRESIDENT-ELECT
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EMPLOYMENT
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JOINT MEETING
Beverly Hickok

PUBLIC RELATIONS
Phyllis Jane Anderson

TRANSLATORS' LIST
Katherine Taylor

UNION LIST SALES
Marie Koutecky

REPORT OF MAY MEETING

(By Margaret Uridge)

The May 20th meeting, held at the Claremont Hotel in Berkeley, was also the annual business meeting. President Lorraine Pratt introduced the new officers, made several business announcements, and then turned the meeting over to Robert Meyer, the moderator of the panel discussion: Education for Special Librarianship.

The first speaker, Lyman Nichol of the Philco Corporation, represented the "boss" in industrial management and the user of industrial libraries. He outlined how a business manager looks at the company library: like every department, it must be economically justified and must pay for itself. He stated that the library is a tremendous help to business today, the special librarian's unique function being the retrieval of information, especially in depth. For this the special librarian needs an orientation, training, and practice different from the general librarian, a special education. Industry needs in the special librarian a person who is friendly, easy to get along with, knowledgable, one who can work with others as one of a team, and who can spread information and even make it "rub off" on those who don't think they need it.

The second speaker, Dean J. Periam Danton of U.C.'s School of Librarianship, said that special librarians were "one of two or three elite groups in librarianship," but that their purpose is not essentially different from that of university, school, public, or research librarians--which is to "help different kinds of people to get different kinds of information with different methods." It is more important to talk about the common needs and services of librarians rather than stressing their differences, which are in degree rather than in kind. The function of library schools is to give basic theory, principles, and knowledge, after which the students can adapt these fundamentals to the specific problems. Special librarians must also have a special type of knowledge, best obtained by recruiting special subject majors, since the library school cannot be expected to teach all subject bibliographies.

Dr. Charles Glock, a director of sociological research at Columbia and at U.C., was the third speaker. Following the proverb that "all that is taught is not learned, and all that is learned is not taught," the sociologist tries to get underneath the surface and study the social background and environment of students. Dr. Glock touched upon the "image of the profession" as perceived by the entering student and the graduate, the central idea of a profession, its status in society (both by income and prestige), differences in schools, and problems facing the new graduate. He said that librarians aren't particularly high nor low in prestige, but are more highly respected than paid. Learning is still perceived as a luxury, and there is a contrast between the theoretically oriented professions (librarianship and sociology) and the practically oriented ones (law and medicine). He knew of no study on the "image of the librarian," but mentioned the recurrent idea of the bookworm. He discussed the high relation between the images of a profession and those who enter it. The recruit is influenced by his parents (and their occupations), teachers, peer groups, by his own personality, and by his image of the profession. Dr. Glock's remarks were most provocative and stimulating, widening the perspective into new comparisons.

Mr. Meyer, the Radiation Laboratory Librarian, opened the discussion with

a summary of some primary differences between special and general librarians. He mentioned three characteristics of special libraries which set them apart from other libraries: (1) most special libraries are small (thus are without a "ladder" of positions, through which the new librarian might acquire experience during his career, and also do not have many specialized departments, forcing the special librarian to be highly versatile); (2) special libraries are truly special (the special librarian must know how to survey his organization and design the type of library service best suited to it); and (3) special libraries are not general libraries (the functions of education and preservation of the cultural heritage are largely replaced by the function of service). It was suggested that the criterion of service, the extent to which the library satisfies the needs of its clientele, can be used to evaluate the special library.

A discussion between the panel members and the audience then followed, elaborating many of the points mentioned earlier. Dean Danton furnished the statistic that 13 of the previous graduating class of 70 had entered the special library field. After the meeting was adjourned, active discussion was still going on within small groups, with many others going up to the speakers' table to ask questions personally of the three speakers--another sign that it was a provocative meeting.

* *

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REPORT OF SEPTEMBER MEETING

The meeting was held in the lounge of the S.F. Bar Association atop Mills Tower, with a spectacular view of the Bay. After introducing guests and new members, President Amy Rose called upon Alleen Thompson to report on the recent Executive Board meeting. She announced that the H. W. Wilson Company is offering an award of $100 to the SLA chapter developing the best public relations activity in the business community. Jane Wilson then outlined the plans of the Program Committee, which are described below.

Robert Meyer introduced the speakers for the evening. The program was devoted to reporting on the "Institute on Personnel Needs of Public and Special Libraries," sponsored by the Public Library Executives of Central California, which was held at the University of San Francisco last May. Barbara White repeated the talk she had presented at that meeting, on "Categories of Work Done in Special Libraries and Types of Personnel Needed." Marie Abbruzzese presented the report developed at the U.S.F. meeting by the Discussion Section on Special Libraries, under the direction of Margaret Rocq. She also summarized the other meeting papers which pertained to special libraries. Edith Nielsen discussed the New York meeting of the American Association of Law Libraries in which certification and qualification were debated. The law librarians strongly approved of SLA's membership standards as the best qualification device.

Margaret Girdner, the co-Director of the U.S.F. library program, spoke on the possibility that U.S.F. might organize an institute or workshop on some phase of special librarianship next year. A show of hands indicated considerable interest in such a program. One topic suggested for the institute was information storage and retrieval systems, but no decision was reached on a final choice of topics. Suggestions should be sent to Margaret Uridge, U.C. Library, Berkeley 4. Miss Girdner also mentioned that U.S.F. is seriously considering setting up a graduate-level program in their library school.

FUTURE PROGRAMS (TENTATIVE)

(Reported by Jane Wilson)

November 19:

Glenn Maynard, the Livermore Radiation Laboratory Librarian, will describe (with color slides) his recent tour of Russian libraries.

Other meetings proposed:

California Academy of Sciences.
Bechtel Corporation Library.
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1961 SLA CONVENTION PLANNING NOTES

(By Dr. Paul Kruse, Convention Chairman)

Everyone in the S.F. Bay Area Chapter is going to enjoy her (his) work with the national SLA Conference May 31 - June 4, 1961. Why? Because no one person will have more than he can do, and everyone will have something to do. For some, the time is a long way off; for others, already engaged in pre-planning, the time is all too short. Your Chapter has taken official action by making the following appointments:

Executive Committee:

Lawrence J. Clarke	David Locher
Dr. Peter T. Conmy	Lorraine Pratt
Isabella Frost	Margaret Rocq
Beverly Hickok	Amy Rose
Thelma Hoffman	Elizabeth Roth
Marie Koutecky	Alleen Thompson
Doris Lanctot	Margaret Uridge

Committee Chairmen:

Exihibits:	Robert Meyer
Registration:	Doris Lanctot
General Sessions:	Elizabeth Roth
Meeting Rooms Allocation:	Barbara Houghton
Open House Reception:	Isabella Frost, Jeanne Nichols
Banquet:	Marie Koutecky
Meals Meetings:	Phyllis Anderson
Publicity:	Lorraine Pratt
Hospitality:	Margaret Rocq, Anne Burnett
Conference Treasurer:	David Locher

We are now looking for people to serve on these several committees. If you have a preference or a special interest that might be exploited, please let the Convention Chairman know. There are other committees to be added.

LIST OF TRANSLATORS

A revised list of translators available in the S.F. Bay Area is now being compiled for publication in the next issue of the Bulletin. Information concerning experienced translators, including their areas of specialization, should be sent to Mrs. M. D. Taylor, 222 Panoramic Way, Berkeley 4, before Nov. 16th.

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NEW SLA PRESIDENT ON CBS-TV

(Reported by Carma Zimmerman, State Librarian)

Dr. Burton W. Adkinson, the President of SLA, appeared on the CBS-TV network program "Eye on New York" on Sunday, June 14th. His interview, the second of three on the program, lasted approximately five minutes. It was laid in a book-lined and book-piled room, with Dr. Adkinson seated among the books and being questioned by Bill Leonard.

After identifying Dr. Adkinson as the Head of the National Science Foundation's Science Information Service, Mr. Leonard spoke of the great bulk of knowledge accumulating in the world, and the difficulties of obtaining individual pieces of information wanted. Dr. Adkinson replied, explaining the function of the library and librarian, and particularly that of special librarians in organizing and retrieving information needed. He mentioned the 750 special libraries in New York and the 1200 members of the Special Libraries Association in that city.

Dr. Adkinson spoke particularly of the training needed for the profession of librarianship, and stated that in addition to a broad or special undergraduate education, training for librarianship, plus knowledge of the subject in which the special librarian is working, are needed by special librarians.

They discussed the uses of electronic devices, IBM machines, microtexts, and the other new ways to handle and transport information. Mr. Leonard questioned Dr. Adkinson briefly on the formal and informal connections which the National Science Foundation has with the Special Libraries Association, particularly in providing translations of Russian-language scientific material.

The interview closed with Dr. Adkinson asking that high school and college students, whatever professions or occupations they may intend to follow, have some training in how to use libraries. He stressed that the average individual must be able to obtain information on many subjects throughout his life.

I think you would have been very pleased with your national president and his presentation.

* *

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* *

Copease

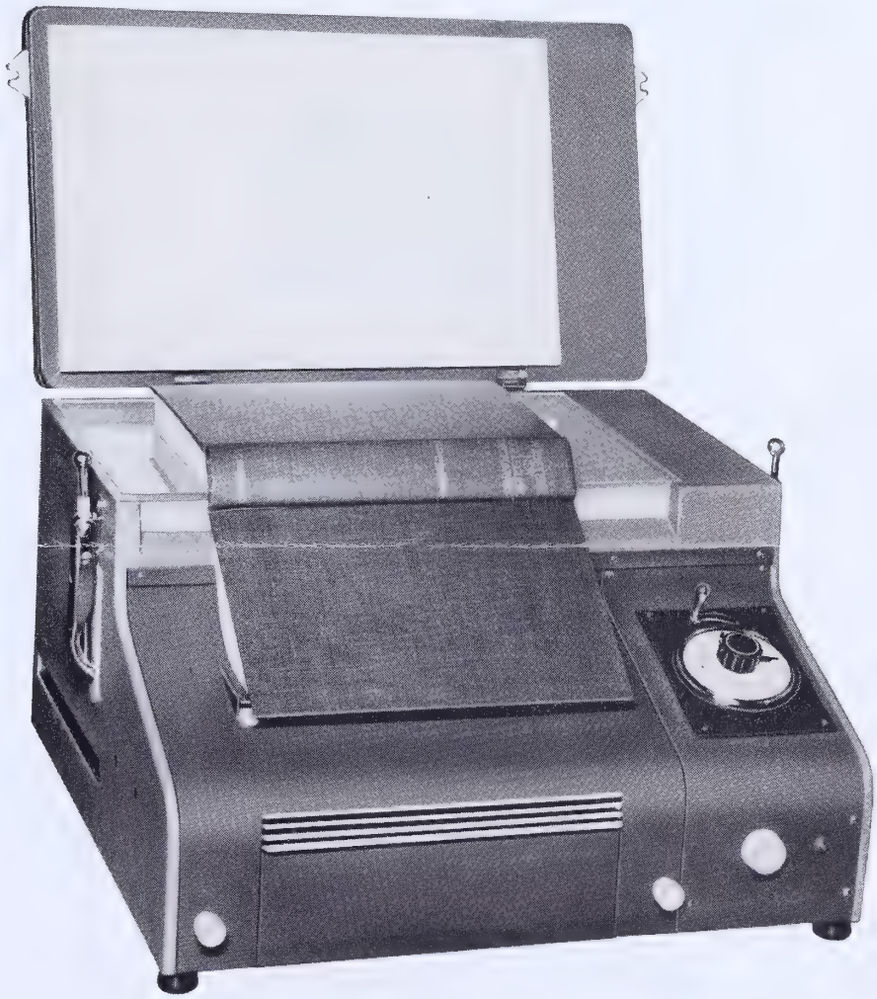
REG. U.S. PAT. OFF.

DUPLEX

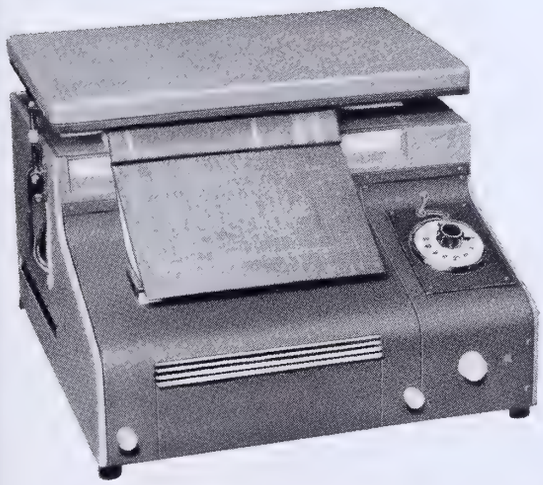
BOOK COPIER

COPEASE CORPORATION
20 FREMONT STREET
SAN FRANCISCO 5, CALIF.
YUKON 2-6961

Combination Exposer and Printer in one single unit



COPIES FROM ANY ORIGINAL INCLUDING PAGES FROM BOOKS WITHOUT REMOVING PAGES AND WITHOUT LOSS OF MARGIN



Covered by U.S. Patent 2,657,618

The Copease Duplex Book Copier will produce dry, positive copies under normal light or by use of slow paper under brightest fluorescent lights. One single unit that exposes and develops. Copies from books or single sheets . . . ball point pen, fountain pen, spirit duplications . . . any printed page, from colored pencils and crayons . . . built-in positive and negative paper dispenser . . . head adjustable to thickness of book. Exclusive sponge rubber head produces uniform contact and even pressure on copy surface assuring best possible work quality. Available in two models: Model A copies up to 8½ x 14 inches; Model B copies up to 14 x 17 inches.

COPEASE CORPORATION

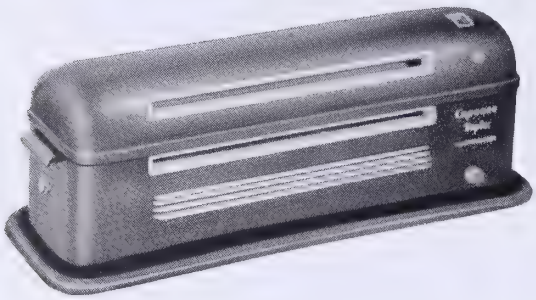
***Executive Offices:* 425 Park Avenue, New York 22, N. Y. • Phone PLaza 3-6692**

***Regional Offices:* 425 Park Avenue, New York 22, N. Y., Phone PLaza 3-6692 • 228 N. La Salle St., Chicago 1, Illinois, Phone STate 2-1383 • 3671 West Sixth St., Los Angeles 5, Calif., Phone DUnkirk 5-2881**

DEALERS IN ALL PRINCIPAL CITIES

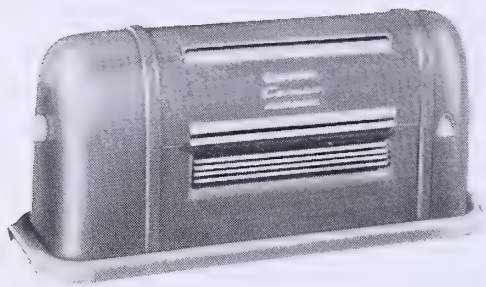
Copease

A MACHINE FOR EVERY APPLICATION . . .



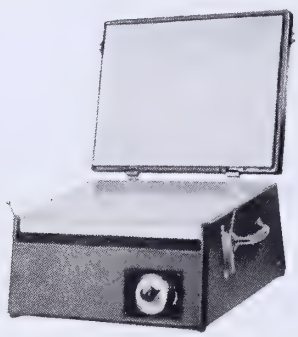
COPEASE DUPLEX

Completely electric . . . a single unit that exposes, develops and prints copy up to 14″ wide by any length.



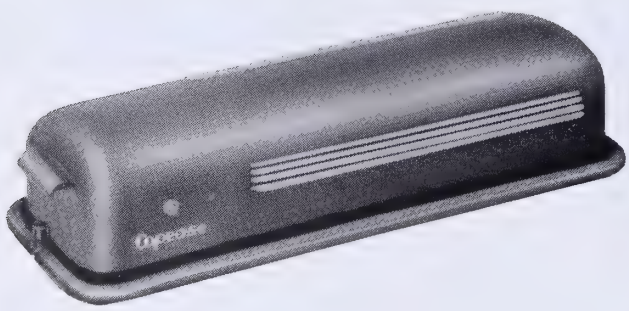
COPEASE CAMEO

A single electric unit that exposes, develops and prints copy up to 9 inches wide by any length. Model A for regular negative paper; Model B for either regular or daylight negative paper.



COPEASE EXPOSING UNITS

Performs the exposing operation separately for the developing unit, making it possible to copy pages of thick books without loss of margin. In 3 sizes: Model A for copy size up to 8½ x 14 inches; Model B for copy size 14 x 17 inches; Model C for copy size 17 x 24 inches.



COPEASE DEVELOPING UNITS

The electric developing unit to be used in conjunction with the Copease exposing unit. Model A makes copy up to 8½ inches wide by any length; Model B makes copy up to 14 inches wide by any length; Model C makes copy up to 17 inches wide by any length.

EMPLOYMENT OPPORTUNITIES

The following are among the positions available as of October 8, 1959. Qualified librarians may call the Employment Chairman, Miss Karpenstein, Standard Oil Co. of California, 11:30 or 4:30 any day, SUtter 1-7700, ext. 3270.

East Bay -- Technical Librarian. In charge of unpublished technical reports (ordering; cataloging; servicing). Requires library school degree; some scientific background in physics and chemistry. Foreign languages desirable. Two years experience as professional librarian, preferably with unpublished reports, desirable. Must be U.S. citizen. $436-$556.

Peninsula -- Indexer to review and index technical reports in engineering, economics and physical sciences, and conduct report searches for research staff. Library school degree preferred. Some experience in technical reference work and familiarity with coordinate indexing required. $450-$600.

Peninsula -- Reference librarian. Emphasis on business and economic material with particular attention to U.S. and Canadian government publications. Maintain surveillance of material; control collection of material; have responsibility for acquisition, handling, circulation and use of material. Library school degree, with some training in economics required. Minimum 2 years library experience, preferably in technical or business library. $475-$650.

ADDRESSES

Members should check the accuracy of their addresses in the Chapter Directory. S. L. A. Headquarters in New York should be notified about any errors. They then will notify our local Membership Chairman of the change.

***

SUPPORT OUR ADVERTISERS!

***

AND TELL THEM YOU SAW THEIR

ADS IN THE BULLETIN

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Authorized Representatives

W. R. Ames Co. ..... Metal book stacks

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229 States Street MA 1-7162
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IS IS A REDUCED REPRINT OF
UR OPENING ANNOUNCEMENT

here is no time limit on this invitation.
When you're in the area, drop in and see
us for a personally conducted tour.

TODAY

Thursday, June 25th
ed to drop in during Stacey's Open House

ion of San Francisco's fine specialty stores, Stacey's offers you
experience at 581 Market Street (between Post and Sutter)



A view of the main floor at the new Stacey's, where you can get any medical, technical, business, or hobby book you want.

ARCHITECTURE 1,100 VOLUMES	From Viollet-Le-Duc to Niemeyer and Neutra
BUSINESS 2,800 VOLUMES	Accounting Advertising Insurance Management Marketing Money & Banking Real Estate Selling
CHEMISTRY 2,000 VOLUMES	All Branches
EARTH SCIENCES 1,800 VOLUMES	Agriculture Astronomy Geography Geology Meteorology Mining Oil
ENGINEERING 4,000 VOLUMES	Aeronautical Civil Electrical Marine Mechanical Metallurgical Radio & Television
HOBBIES 2,100 VOLUMES	Automotive Boating Cooking Crafts Gardening Photography Popular Science Woodworking
LIFE SCIENCES 2,200 VOLUMES	Anthropology Archaeology Biology Botany Children General Health Psychology Sex
MATHEMATICS 1,800 VOLUMES	From Simple Arithmetic To Metamathematics
MEDICINE 10,500 VOLUMES	All Branches
NURSING 800 VOLUMES	All Specialties
PHYSICS 1,000 VOLUMES	From The Inclined Plane To Linear Accelerators
REFERENCE 1,600 VOLUMES	Dictionaries Public Speaking Word Finders Writing

Here you will see—today and every day—a unique achievement in original bookstore design and customer convenience.

Already America's leading distributor of scientific and professional books, Stacey's now proudly offers its new and larger store to supply your book needs . . . to provide you with the widest possible choice in reference reading.

Are you interested in a case of acute conjunctivitis? In running a business? Setting a compound fracture? Building a nuclear reactor—or a guest house? Trimming a sail? Aiming a transit? Baking a loaf of bread? Nursing a sick cineraria?

Whether your interest be that of an expert or a layman, whether casual* or deeply serious, you will find what you want in the more than 30,000 volumes on display.

What's more, you may examine all these wonderful books in solid comfort. Easy chairs all over the place. No one bothers you or hurries you. But everybody ready to help you—when you so desire.

OPEN HOUSE

Today—Thursday—it's Open House for all friends, old and new. Come in. Look around. Indulge yourself in the luxury of browsing at your leisure in a fascinating new environment. And have a cup of coffee with us up on the mezzanine, where we have fitted up a brand new section of exciting paperback editions. We'll be glad to see you!

*We might have been tempted to use the word *avocative* here, but one of our 32 dictioncries cautioned against it.

Stacey's

581 Market Street
San Francisco 5, Calif.

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(Reported by Marie Koutecky, Membership Chairman)

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Berkeley 4, California

Miss Phyllis C. Forest
International House
Berkeley 4, California

Mrs. Betty Jane Hensill
2 West Summit Drive
Redwood City, California

Miss Emily C. Lumbard
2339 Parker Street
Berkeley 4, California

Miss Georgia Plummer Lyke
872 Laurel Avenue
Pacific Grove, California

Miss Kathleen P. Nolan
846 Boyce Street
Palo Alto, California

Miss Delphia Plaisance
Standard Oil Co. Library
Room 2265, 225 Bush Street
San Francisco 20, California

Mr. John A. Sigel
2716 16th Avenue
Sacramento 20, California

Miss Mary L. Simpson
360 Sherwood Way
Menlo Park, California

Miss Jeanette E. Stanford
Rt. 8, Box 4900
Florin Road
Sacramento, California

ADDRESS CHANGES

Mr. William C. Berges
1506 Josephine Street
Berkeley 3, California

Miss Margaret Hatch
129 Eldridge
Mill Valley, California

Dr. William Kozumplik
570 Loma Verde
Palo Alto, California

Mr. David A. Locher
California Academy of Science
Library
Golden Gate Park
San Francisco 18, California

Miss Lorraine Miranda
3014 Driftwood Drive, Apt. 26
San Jose, California

Mrs. Georgia B. Perry
1732 Buena Street
Berkeley 3, California

Mrs. Anne T. Protopopoff
Research Inf. Center Library
California Teachers Association
1705 Murchison Drive
Burlingame, California

Mrs. Margaret M. Rocq
1563 Shrader Street
San Francisco 17, California

Mrs. Shirley E. Willingham
#5 Grand View Terrace
San Francisco 14, California

DELETIONS

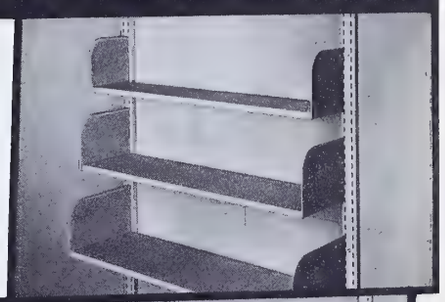
Miss Mary Jean Knierim
Miss Janet Pumphrey
Mr. Melvin J. Voigt

AMES

WALL-HUNG EQUIPMENT

for schools, libraries, offices

TO MEET YOUR INDIVIDUAL REQUIREMENTS



STANDARD BRACKET-TYPE SHELVES

Plain or with vertical dividers, these sturdily-built steel shelves accommodate such items as books, magazines, newspapers, record players and other classroom supplies.
Install at any desired heights.
Length: 36" Depths: 8", 10" or 12"



CHALKBOARDS

Vertically mounted blackboards, with all their multitude of uses in classrooms or in meetings, are quickly and easily installed or adjusted to the height of the teacher or any age group of students.
Width: 35½" or 71½" Height: up to 48"
*See note below



COAT-RACK SHELVES

Eliminating the need for a separate coatroom, Ames dual-purpose shelves provide classroom space for lunches, hats and bundles, with a rod below for hanging coats and jackets. Adjust height to children's ages.
Length: 36" Depth: 12"

TACKBOARDS AND PEGBOARDS

The ever-present problem of finding a convenient place for posting notices, bulletins, displays and exhibits of pupils' handiwork finds a solution in wall-mounted tackboards and pegboards, movable from place to place.
Tackboards . . . Width: 35½" or 71½" Height: up to 48"
Pegboards . . . . Width: 36" Height: up to 24"
*See note below

A. I. A. FILE NO. 35-B-1, 2, 4

SLOPING DISPLAY SHELVES

The sloping shelves, with a ridge on the forward edge to prevent any sliding, are ideal for displaying and reading of magazines and periodicals. Store back issues on a level shelf below the sloping one.
Length: 36" Depth: 10" Surface: 14½"



save space . . . time . . . money . . . effort



LIGHTWEIGHT DESKS

Extra depth in these sturdy, steel shelf-tops makes them useful as desks or as storage or display areas for larger materials. Without the usual large end brackets, they offer a smooth writing surface.
Length: 36" Depth: 18"

*IMPORTANT NOTE: Mounting strips will accommodate boards of sizes shown above. Ames does not supply the chalkboards, pegboards or tackboards. Ames does supply the mounting or wall strips.

AMES

WALL-HUNG EQUIPMENT

maximum flexibility at minimum cost

EASIER TO INSTALL...

The vertical steel columns which hold all Ames Wall-Hung units in place are simply and quickly installed. They are attached to the wall at 36 inch intervals by school maintenance personnel. When columns are attached to a wall, their perforated slots will accommodate the supporting end brackets of all shelves and boards.



EASIER TO ADJUST...



A primary advantage in using Ames Wall-Hung Equipment is that changes may be made with no delay. Chalkbords, tackboards and pegboards may be interchanged in a moment's time, according to the needs of the classroom or adult meeting. Shelves may be placed at any height desired, according to the ages of children in a class, or the size of books on the shelf below. They may be moved upward or downward, or lengthened by the addition of more 3 foot units. Items can be moved from place to place, making rooms more versatile.

WITH 3-FOLD SAVINGS...

time

A whole display, a whole shelf of books or exhibits, can be moved and replaced within a few moments, and with a minimum of effort. Everything that is wall mounted for a classroom or a meeting is quickly placed where needed.



money

The portability of wall-hung equipment makes it obviously economical. Costs can be reduced as much as 50% by using this equipment instead of free-standing cabinets or permanently built-in shelves and boards.



space

The ability to attach Ames shelves, display boards and desks to any wall in a room permits maximum use of available space. Too, it often frees other rooms ordinarily needed for storage or as cloakrooms.



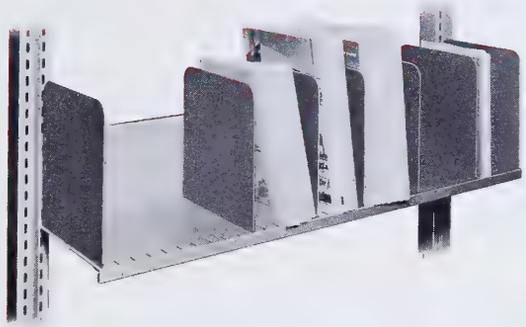
TO MEET YOUR INDIVIDUAL REQUIREMENTS

Whatever your special needs or problems may be, W. R. Ames Company will be happy to help you meet them by supplying, without cost or obligation to you, additional information on types and sizes of equipment, budget prices, suggested room layouts and descriptions and photos of other recent installations of a comparable nature.

WALL-HUNG EQUIPMENT
and supplementary equipment

Here are the invaluable "extras" designed by Ames to provide added usefulness for wall-mounted shelves and boards, and to make storage, display and reference easier and faster.

DIVIDED SHELVES FOR VERTICAL FILING



Ames Divided Shelves provide a low cost, time and space-saving system for the upright filing and storing of folders, phonograph records, periodicals, etc., which will not stand alone vertically on standard shelving. Label holders (see below) can be attached and dividers arranged to form compartments for individual students' work materials.
Ames Divided Shelves, available in 10, 12 and 14 inch depths, are interchangeable with practically all makes of bracket-type book shelving.

BOOK TRUCKS WITH REMOVABLE SHELVES

Ames Book Trucks accommodate six standard 36 inch bracket-type shelves, which are removable and interchangeable on the slotted uprights on either truck or wall. This allows moving loaded shelves to and from the point of use. Trucks are also useful for temporary storage, reshelving of returned books, as a portable display case, etc. Dimensions: height, 40½"; width, 16"; length, 39½"; weight with six shelves, 75 lbs.



BOOK SUPPORTS

wire type
Available for 8", 10" and 12" shelves. Supports snap into flanges of shelf above books to be supported. Easily adjusted by hand pressure.



plate type
Available in one size for all shelf depths.

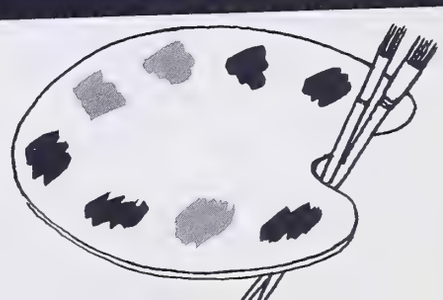


shelf label holder
Statuary bronze plated. Snaps on front edge of shelf. No projection to interfere with or damage books. Accommodates 2 x 12.5 cm. standard label.



All this and COLOR, too!

Ames Wall-Mounted Equipment is available in a choice of 18 attractive colors, to harmonize with any room finish and other furnishings.



WALL-HUNG EQUIPMENT

specifications

NOTE:
This specification is intended as a convenience for architects and others specifying wall-hung equipment. Special equipment should be specified in detail. Specifications are available for all library equipment and accessories.

SPECIFICATIONS FOR WALL-HUNG EQUIPMENT:

GENERAL DESCRIPTION: The shelving shall be Bracket-Type Wall-Hung steel library shelving. Columns shall consist of column strips perforated on 1″ centers to allow maximum vertical adjustability of the shelves. These strips shall be of no less than 18-ga. material and shall be suitable for direct fastening to the walls. These channel-shaped strips shall be of sufficient depth to receive the bracket hooks, yet remain as close to the wall as possible. These strips shall be 7′-6″ in height or as specified on the drawing.

SHELVING: Shelving shall be selected from the types below and in the quantities indicated on the drawings or as listed in the specifications:

1. Standard shelving. All book shelves shall be 18-ga. steel formed to a ¾″ deep open box section at front and back edges. Brackets for book shelves shall be 16-ga. steel with front and top edges rolled outward, approximately ¼″. The front upper corner shall be rounded to a generous radius. The back edge shall have two hooks for support and one lug to maintain alignment and to prevent accidental dislodgment of brackets. Brackets shall be joined to shelves without fastenings. The bracket shall have a smooth, continuous hem into which the shelf end nests, leaving no raw edge or projections. Brackets shall remain upright when shelves are removed, for ease in relocating. The complete assembly of shelf and bracket, when hung on uprights, shall be capable of supporting a uniformly distributed load of 40 lbs. per sq. ft. with no permanent distortion. 8″, 10″, or 12″ shelves are available.
2. Lightweight desks. 18″ deep shelf with concealed brackets.
3. Board mounting hardware. Horizontal channel top and bottom with hooks to engage column slots. Specify if chalk or tack boards are to be supplied by Ames under this specification.
4. Coat rack shelves. Standard 12″ shelves with aluminum tube beneath to accommodate coat hangers.
5. Divided shelves. Shelves shall be divided type which consists of a shelf with integral back slotted on one inch centers to receive removable adjustable vertical dividers of 16-ga. steel. Slots in the shelf and back shall be arranged to permit both shelves and dividers to be locked in position so that they cannot be removed accidentally. Specify 10″ with 9″ high dividers, 12″ with 6½″ high dividers, or 14″ with 9″ high dividers.
6. Magazine shelves. Sloping magazine display shelves shall be of 18-ga. steel with turned-down flanges on the ends and back. The front edge shall be hemmed and then turned up to form a lip of approximately ¾″. The brackets shall be 16-ga. steel with projecting hooks to engage in the perforations of the conventional column. The brackets shall be designed so that they do not project above the surface of the shelf, thus providing a continuous sloping surface across adjacent units. These sloping shelves can be used alternately with a flat shelf so that back issues of the periodicals can be stored on the flat shelf. Specify if desired.

ACCESSORIES: For example, shelf label holders and book supports as specified by architect or librarian.

FINISH: All material shall be thoroughly cleaned before painting. All parts shall be finished in Alkyd-Urea type enamel, baked on with the proper temperature-time relationship to insure thorough curing and a tough, durable finish. The finish color shall be selected by the owner from 18 color samples submitted by the manufacturer, or as designated by architect or owner.

OTHER AMES PRODUCTS

AMES STEEL LIBRARY EQUIPMENT
is extensively used in public libraries, schools, colleges, institutions, offices, and industrial libraries. Ames Free-standing Shelving provides convenient, economical book storage facilities adaptable to any library floor plan. Ames Stor-Mor Book Drawers permit the storage of up to twice as many books as regular shelving occupying the same amount of floor space. Ames also constructs Multi-Tier Bookstacks, designed and erected to meet individual requirements. Locations of recent installations for reference purposes will be supplied upon request. Our experienced library equipment engineers will be happy to help you plan for the equipment which meets your particular needs.

Established 1910
W. R. AMES COMPANY
BOOKSTACK DIVISION
REPRESENTATIVES IN PRINCIPAL CITIES

W. R. AMES COMPANY
1001 SO. DEMPSEY ROAD
MILPITAS, CALIFORNIA

Form BW 2-57
Printed in U. S. A.

Fall 1959 Duplicate Exchange

Thirty-five copies of each list will be needed for the Fall list. For convenience in packaging, they should be on 8 1/2 x 11" sheets. It is requested that the form be as compact as possible, typed single space in order to reduce the weight of the package. If for some reason, any library finds it impossible to supply multiple copies of its list, the Chairman (OL 3-2100) will be glad to help solve the problem.

Deadline for contributions is November 16th. Want lists need not be accompanied by duplicate lists. Note should be made of how long material will be kept before discarded.

Distribution of sets of lists will include all contributors, and any other libraries or individuals who request sets by filling out and returning the attached blank by November 16th.

Eugenia Ironside, Chairman
Duplicate Exchange Committee

- -

Miss Eugenia Ironside
Shell Development Company
Emeryville, California

Please send a set of the fall 1959 duplicate exchange lists to the following address:

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Mrs. Edith C. Nielson, Ln.
Morrison, Foerster, Holloway
Shuman & Clark
[illegible]
San Francisco 4, Calif.

S. L. A. ARCHIVES

San Francisco Bay Region Chapter Bulletin

• Special Libraries Assn.



Vol. 30, No. 2 January, 1960

JANUARY MEETING

DATE: Thursday night, January 21, 1960.

PROGRAM: Visit and tour of the California Academy of Sciences Library, Golden Gate Park. Mr. Benjamin Draper, Executive Producer, Television Department, will describe the Academy, its history and its work, and he will also discuss the role of television in the program of the Academy. Our hostess is Miss Veronica J. Sexton, Librarian. The meeting will begin at 8 PM.

DINNER: 6:30 -- at El Portal Restaurant, Fulton and 8th Avenue. $3.50 including tax and tip.

SOCIAL HOUR: 5:30 at the Restaurant.

RESERVATIONS: Must be made by noon, Monday, January 18, 1960.

San Francisco: Standard Oil Co. of Calif., SU 1-7700, ext. 2946.
East Bay: U.C. Institute of Transportation, BE 5-6000, ext. 239.
Peninsula: Stanford Research Institute, DA 6-6200, ext. 2176.

Call the Peninsula number for any necessary changes after the deadline.



SPECIAL LIBRARIES ASSOCIATION
SAN FRANCISCO BAY REGION CHAPTER

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TRANSLATORS' LIST: Katherine Taylor

UNION LIST SALES: Marie Koutecky

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ANNOUNCEMENT OF 1960-61 SCHOLARSHIPS FOR GRADUATE STUDY IN LIBRARIANSHIP

The Special Libraries Association is offering four scholarships of $1,000 each for the academic year 1960-61 to be used for graduate study in librarianship leading to a degree at an accredited library school.

Eligibility: College graduates working in a special library, or with experience in a special library, OR recent college graduates or college seniors wishing to enter the special library profession.

Qualifications: Definite interest in, and aptitude for, special library work; a sincere intent to contribute to the profession; high scholastic standing throughout college; financial need; provisional admittance to an accredited library school.

Applications: Obtain from Executive Secretary, Special Libraries Association, 31 East 10th St., New York 3, N.Y. Must be received by Feb. 15, 1960, by Chairman of the Scholarship and Student Loan Fund Committee, same address.

A Student Loan Fund is also available to provide financial assistance to individuals who wish to carry on professional study in librarianship at college or university level.

REPORT OF OCTOBER MEETING

(By Oda Hansen)

The annual joint meeting with the Southern California Chapter was a luncheon meeting held October 24th in the Sky Room of the El Mirador Hotel in Sacramento. The group of approximately 100 was welcomed by our President Amy Rose, Mrs. Doris Banks (Southern California Chapter President), Dr. Martha Boaz (Dean of the U.S.C. School of Library Science), and Sister Mary Lucille (Director of the Library School of Immaculate Heart College).

After some business announcements, Mrs. Rose thanked Miss Constance Lee, Supervising Reference Librarian of the State Library, for arranging the meeting and the tour of the State Library. Miss Lee introduced, in addition to the other speakers, Miss Beulah Mumm, Principal Librarian of the Readers' Service Section, and Mrs. Pearl Tuttle and Mrs. Alice Kirwan of the Government Publications Section, all of the State Library. The program topic was "Resources and Services which the California State Library Can Provide to Special Libraries."

Mrs. Phyllis Dalton, Assistant State Librarian, brought greetings from Mrs. Carma Zimmerman, the State Librarian. She said that the State Library has "many moods," and likened it to a public library, a research library, a special library, and an academic library. She described the library's origin, organization, and services, and invited all present to visit and use its resources.

"Together we work for you" was the theme for the exhibits prepared in the State Library for this meeting, Miss Lee reported. She elaborated on the services of the State Library to the State Legislature, State employees, and residents of the State through interlibrary loan. For requests by author, the catalogs of the State Library are searched and, for those not owned by the State Library, notification of the closest library having the book is given from the State Union Catalog. For subject requests the State Library has particularly good collections in law, California history, and government publications, but is not as strong in science and technology. It attempts to include general materials in all subject fields except medicine, in which it provides only indexes to the literature. English-language fiction and popular materials available in most public libraries, such as how-to-do-it and gardening books, are not purchased. The library's collections do include an extensive non-circulating map collection, art reproductions for loan, and many California newspapers, as well as a collection of books on librarianship. Speed of service is an important factor, Miss Lee said. A "Rush" or telephone service is maintained, as is a "Mail Rush" or one-day service, and an attempt is made to fill regular requests within a week. The circulation period is five weeks, with a two-week renewal if requested. The library issues a monthly list of books received, for which libraries may be placed on the mailing list.

Miss Mary Saunders, the Law Librarian, stated that the Law collection is the oldest collection at the State Library. It is the fourth largest law library in the state, has the most liberal circulation policies, and maintains a good collection of legal periodicals. Selected books added to the Law Section is published bimonthly and is distributed to libraries on its mailing list. Annotated bibliographies are prepared on specific subjects. Legal reference questions are answered, but protracted legal research cannot be undertaken. The Attorney-General's office, the District Court of Appeals, the legal offices of the state, and members of the Bar Association are the principal users of the Section's resources. Assistance is given to private individuals, but the staff may not give legal advice nor may they

interpret the law. Service to prisons is also maintained by the Legal Section, but requests are restricted to five books per prisoner per week.

Mr. Allan Ottley, Librarian of the California Section of the State Library, described its holdings, which include; a good collection of periodicals from the 1850's to the present, an outstanding file of newspapers comprising 150 titles from all parts of the state, manuscripts (including letters, diaries, account books, etc.) from the Gold Rush period, and pictures (portraits, daguerreotypes, and the like). A Newspaper Index and an Information File are maintained and have often proved useful to special librarians, Mr. Ottley reported. The Sutro Library, a branch of the State Library now being moved from the San Francisco Public Library to the University of San Francisco, was referred to briefly. It includes history, voyages and travel, Hebrew manuscripts, Mexican political pamphlets, and genealogy.

The Government Publications Section, Miss Mary Schell said, includes printed matter of Federal, State, County and municipal agencies, as well as foreign countries. The collection is outstanding for California state publications. This section issues a monthly list of California publications which is cumulated annually. It also services the map collection, which is a depository for the United States Geological Survey topographic maps.

Miss Lee then invited the members to the State Library, normally closed on Saturdays, where special tours of the public service departments were to be conducted for this group. Those who visited the State Library felt warmly rewarded for the interesting and informative talks and tours presented.

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REPORT OF NOVEMBER MEETING

The main item on the program of the November 19th meeting was an illustrated talk by Glenn Maynard on his recent tour of foreign libraries. The meeting was held at the University of California's Men's Faculty Club, and included as guests a number of students at the School of Librarianship of U.C. Mr. Maynard, Librarian of the Livermore branch of the Lawrence Radiation Laboratory, visited Libraries in Leningrad, Moscow, Kiev, Vienna, Paris and Helsinki last summer with 25 other American librarians. He brought back many colored snapshots he had taken both inside and outside the various buildings, and 148 of these slides were shown during his talk, which included general impressions and street scenes of the cities visited, as well as the inner workings of their libraries.

Some of his general impressions of Russian libraries: (1) the great size of the collections, and how the larger libraries are depositories for everything published in the Soviet Union; (2) their sizeable foreign-literature collections, and their exchange programs with other countries; (3) the importance of their rare book and manuscript collections, preserved despite wars and a revolution; and (4) the age, inadequacy, and state of disrepair of most of their library buildings, some of which were palaces at one time and not designed as libraries. Other points of interest were that books are shelved by size and not by subject; books are largely supplied through their All-Union Book Chamber, which catalogs them and supplies cards along with the books; and that the Lenin State Public Library in Moscow serves as a methods center for the public libraries throughout Russia by publishing books that give assistance to these libraries.

Mr. Maynard summarized his Soviet visit by saying, "I came back with the feeling that the Communists realize what libraries can do to help educate the masses, or should I say brain-wash them the way they want them washed. Their lectures and discussion groups bear testimony to that, as well as book selection. And I think there is a challenge in seeing a large centrally-organized library system and realizing what it could do if put to good purposes."

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1961 SLA CONVENTION PLANNING NOTES

(By Dr. Paul Kruse, Convention Chairman)

The Executive Committee of the 1961 Convention and the Committee Chairmen (insofar as appointments have been made), met during the evening of December 4 to discuss present operations and future requirements. At the moment we are principally concerned whether to have a convention theme, and if so, what it should be. Some think a slogan might be more appropriate and less restrictive on the planning of the Convention itself. During the committee meeting, we held a brain-storming session out of which two or three dozen catchy slogans developed. A committee consisting of Beverly Hickok (Chairman), Amy Rose, and Bill Brett (representing Dr. Conmy) was appointed to refine the slogans and recommend a choice to be used for the Convention. If you have any ideas, please refer them to a member of this committee.

Are you interested in a post-convention trip to Hawaii? to Alaska? to the Orient? We are particularly anxious to learn the reaction from other Chapters of SLA, so write us giving your ideas.

In the listing of Committee Chairmen in the October issue of the Chapter Bulletin, Margaret Rocq and Anne Burnett should be listed as co-chairmen of the committee on Transportation and Tours, rather than Hospitality.

* *

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Languages: Italian, French
Subjects: Chemistry, Petroleum

Chemical Translating Service, 881 Lytton Avenue, Palo Alto; DA 5-7384.
Languages: Practically all in which technical literature is published
Subjects: Primarily Chemistry, Physics, Electronics, Mathematics

Cyrill G. Glushkoff, 239 Monterey Blvd., San Francisco 12; JU 4-2536.
Languages: Russian, Ukraine, Yugoslavian, German
Subjects: Mechanical and Electronic Engineering

Peter Guldbrandsen, 2035 Channing Way, Apt. 301, Berkeley; TH 1-7720.
Languages: German, Norwegian, Swedish, Danish
Subjects: Technical and Literary

Robert Hartwig, 5901 Broadway, Apt. 4, Oakland; OL 4-0459.
Languages: Spanish and Portuguese
Subjects: Chemistry, Engineering, Physics, Biochemistry, Legal

Mrs. Margaret Hoffmann, 3012 Fulton, Berkeley; TH 3-2829.
Languages: French, German, Dutch
Subjects: Chemistry, Biochemistry, Medicine

Mrs. Tamara N. Krettingen, 250 Magellan Ave., San Francisco 16; MO 1-0262.
Languages: German, Russian
Subjects: Technical, Medical, Court experience

Mrs. Susan Novikoff, 1829 Highland Place, Berkeley 9; TH 8-2030.
Languages: German, Italian, French, Hungarian
Subjects: Chemistry, Mechanics, Engineering, Electronics, Physics, Biology

Hitoshi Shichi, 2401 Bowditch, Berkeley 4; TH 5-9579.
Languages: Japanese
Subjects: Chemistry

Mrs. M. D. Taylor, Chemical Library Service, 222 Panoramic Way, Berkeley; TH 3-0837.
Languages: French, German
Subjects: Chemistry, Physics, Engineering, Life Sciences
(Will also recommend U.C. students in various fields and languages.)

NOTE: Rates have not been quoted since the range is so great. No recommendations or guarantees are made by the Committee. Additional information can be obtained by telephoning the Chairman. Additions, corrections, and suggestions are welcomed.

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"LINE HAUL" by Samuel W. Taylor (The Man With My Face, Family Kingdom, and others). Based on Pacific Intermountain Express, it is a fast-moving account of an essential industry from its beginnings to its stature in today's industrial surge.
Published May 1, '59 (LC card No. 58-13034)
310 pp, 75 "activity" photos. $5

"GIFT OF THE GRAPE" by Lloyd Eric Reeve and Alice Means Reeve. Based on Paul Masson Vineyards. A comprehensive work which explores every aspect of wine, the most historic and fascinating of man-made beverages.
Published Nov. 12, '59 (LC card No. 59-10056)
314 pp, 55 photos (many by Ansel Adams and Pirkle Jones) and 24 chapter-head line illustrations. $5

Both books (like companion volumes to follow) are uniformly bound, and have specially-designed endsheets to be used throughout the series. Jackets vary in color combinations and pictorial treatment.

Books scheduled for early publication in the Library of Western Industry include the (as yet untitled) stories of Levi Strauss & Co., and the San Francisco Chamber of Commerce. Joined by component volumes projected for later publication, the Library should in time provide a valuable composite picture of America's industrial West.

Please order through your regular wholesale or retail bookseller.

11/12/59

CATEGORIES OF WORK DONE IN SPECIAL LIBRARIES AND TYPES OF PERSONNEL NEEDED

(By Barbara White)

(Excerpts taken from the talk presented at the "Institute on Personnel Needs of Public and Special Libraries" held at the University of San Francisco last May.)

I appreciate the opportunity the preparation of this part of the program has given me to do some concentrated thinking about our situation in special libraries with regard to work requirements and the personnel necessary to fulfill them. We tend too often, perhaps, to think only casually about these needs, or to think separately about a particular position in the library when we are under some pressure to get it filled. Even more unfortunately, we tend to disregard the future of the library and the really exciting processes of evolution that are going on in librarianship.

Actual work requirements vary somewhat with the size and kind of special library. But to me the most interesting result of preparing this paper for the Institute is that I believe I have found an attribute common to all types of personnel needed in a special library -- maybe even in all kinds of libraries. Surprisingly enough that attribute is one we have never consciously hired for -- it is a pure heart. If you remember Tennyson, the line goes "My strength is as the strength of ten because my heart is pure." (Galahad, Stanza 1) Such strength is a basic necessity, at least in a special library. Perhaps the personnel man on the program can tell us how to identify people with this quality, or perhaps Father Connolly's field would make him better qualified to help us with this one.

Work requirements in special libraries are similar in large part to those in general libraries. Functions may be telescoped in a small special library, but every function necessary to supply library service must still be accomplished to some degree. A pure heart can be invaluable here. An unbeatable way to learn the practice of librarianship from the ground up in a short time is to start a special library.

For the positions of cataloger and order librarian in our library we require librarians with a fifth year in library school, and with experience preferably in a special library. We have found the fifth year essential because in addition to providing the librarian with a broad general background in librarianship -- maybe because it provides the librarian with such a background -- it seems to save her from despair. We prefer experience in a special library because we have found that these librarians tend to be more adaptable. In general they seem not to be bound by rigid method and custom. They will experiment. They will look for shortcuts which will allow them to give greater service for effort expended. Now, why this is so, I'm not certain. It may be that they know their efficiency determines the reputation and perhaps even the existence of the library. It may be because they can get an almost immediate audience reaction to their efforts, and so they are more inclined to play to the audience. It may be that the working climate in a company or organization encourages this frame of mind.

Periodical handling can be one of the special librarian's biggest headaches. The headache will always be the professional's, but the actual handling will generally be done by a non-professional. It can be very routine once the method is set up. In our experience at SRI one of our Divisions got its best service in routing from a professional librarian. When the professional handled the routing she noticed what was in the magazines, had some knowledge of what the men were interested in, and would vary the routing to suit the content of the journal.

This operation, refined, results in another service given by some special libraries -- that of abstracting and disseminating information in particular subject fields. This is clearly a professional's job and frequently the person is from some other profession than librarianship, has special knowledge of some field or group of related fields.

With searchers, unless they are also librarians, the ability to investigate the literature seems to come at the present time mainly from experience. More bibliographical courses such as those which exist at the University of California would help subject specialists who come to special libraries usually with good enough subject knowledge but without a real grasp of the intricacies of the literature in their field.

The person in charge of interlibrary borrowing must order only when she is sure her own library does not contain the item, and when she can verify her reference. This means she must not only be familiar with standard bibliographical tools but must have acquired some specialized tools such as lists of holdings from new and unusual organizations or sources. When she is working at her best, she is actually trying to provide a retrieval system for material she does not possess. The job obviously requires resourcefulness, persistence, and sound reference methods.

Reference work in our library is done by our total professional staff along with their other duties. Every question from the simplest to the most complex is handled first by one of them. Now any systems man will tell you that such a simple thing as looking up a telephone number in response to a question could be handled by a clerk. But any librarian knows that the question asked is not always phrased to get the information sought. While you can't assume that the man really wants something else, by a receptive manner and a smooth use of that telephone book you might find out that he has a much more complex question in mind.

The human race and printing press have been in existence long enough now to have produced an overwhelming mass of information. We no longer seem to be able to contain it with our conventional methods. We must find a more suitable means for its storage and retrieval. Research engineers in the computer labs have been concerned with the problem and have already come up with some partial answers. There will undoubtedly be more answers -- more until we find a real solution to the problem. Some of the answers could come from us.

This is a new concept for librarians. We are becoming aware that it is information which should be stored for retrieval -- that methods, classification codes, or whatever should concern themselves with handling the information and not with handling the information carrier.

Special libraries are going to need some adventuresome librarians with minds open to the real problem of man's proliferating store of information. They are going to have to know something about linguistics, how to express information in communicable forms, and they'll be most valuable if they know something about logic and number theory. Library schools might consider making college algebra and advanced geometry requisites for entrance along with the standard French and German requirement. We are going to need librarians with a really liberal education -- who will be concerned with the why as well as the what and how of work requirements in libraries. With this challenging future ahead of them, it will help immeasurably if they also have pure hearts.

INSTITUTE ON THE PERSONNEL NEEDS OF PUBLIC AND SPECIAL LIBRARIES

REPORT ON THE SPECIAL LIBRARIES GROUP

(Margaret Rocq, Discussion Leader; Marie Abbruzzese, Recording Secretary)

Following are excerpts taken from the three-page report presented at the University of San Francisco last May:

The discussion group was unanimous in its belief that the translation services of the library, and the direction of interlibrary loan services, should be included among the professional categories. The abstracting and literature searching performed in information centers are professional functions which are also carried on in special libraries.

The supporting nonprofessional categories of work include photoduplication; periodical checking, routing and binding; filing; mailing; shelving; and the clerical work performed under the order librarian, cataloger, and interlibrary loan librarians; and secretarial functions under the administrative librarian.

Attempting to agree upon the educational requirements for the special librarian stimulated the most discussion. The group believes, however, that broad general undergraduate education in the humanities and the physical sciences and mathematics including advanced algebra and geometry, with graduate training in librarianship, most effectively prepare the special librarian. Subject training is desirable, but not essential; subject literature courses as electives in the library school curriculum are the preferred means of acquiring special area knowledge. The core curriculum courses in the library school should include application of theory and methods to the special library, as well as to the public and college library. The discussion leader presented the point of view on the necessity of subject specialization for the technical librarian, a belief held by many special librarians although the minority opinion in this group.

Most literature searchers and abstractors in technical libraries and information centers are trained in the organization's subject specialties rather than in library science. At the present time there are few academic courses to train people in these specific skills. A course in "Introduction to Librarianship" and pertinent subject literature courses should be offered to them in the library school, without requiring qualification for the degree.

The group would also like to see offered to the librarians in this locality refresher courses, workshops, conferences. Also valuable would be scheduling of classes to enable the employed nonprofessional to complete the fifth year for the master's degree. The new SLA requirements for active membership stress the degree in librarianship from a library school of recognized standing, but will accept an undergraduate degree with a major in Library Science plus four years' experience instead of three for the graduate of the library school. The majority of the discussion group strongly agree with this stress on graduate school training for the special librarian.

The nonprofessional employee is usually a high school graduate, sometimes with a business school course in addition, and sometimes with previous library experience. A short course in understanding library services and the application of clerical processes to library work should be offered to the beginning nonprofessional employee. This might prove to be a useful recruiting practice.

REPORT OF THE SPECIAL LIBRARIES GROUP (continued)

Special Libraries Association has a Recruitment Committee with affiliated committees in each chapter; its publication PUTTING KNOWLEDGE TO WORK has been widely distributed. When should we approach the potential librarian? This group agrees with Mr. Kroeger (personnel consultant) -- much earlier than the senior high school year. And if a meeting of librarians with vocational counselors can be arranged, the special librarians would like to be included.

Perhaps we can then find in the ideal librarian, the ideal special librarian who needs the attributes of other librarians as Dr. Powell stated them; stamina, skill, passion for knowledge and service, vision, judgement; who should also possess an excellent memory, adaptability, resourcefulness, understanding, and intellectual curiosity to an unusual degree.

* *

LORRAINE PRATT SPEAKER AT ACS MEETING

Lorraine Pratt, Immediate Past President of this Chapter, spoke on "The Role of the Library Service Department in an Applied Research Institute" at the 136th National Meeting of the American Chemical Society in Atlantic City last September. Her talk, one of six papers presented at a program entitled "Technical Information Services for Industry--Case Histories and Informal Discussion", described the organization and activities of Stanford Research Institute's Library Services Department, of which Miss Pratt is the Manager. This Department, which consists of a Technical Library, a Documents Center, and a new Literature Research Section, not only supplies information to SRI's research staff but also participates in research project work on its own. The new group of literature searchers will be subject information specialists, some serving in a central core group, others assigned to specific laboratory areas within the Institute. The expansion of this new section, designed to fulfill the information needs of the research staff more effectively, will also permit Lorraine's Department itself to undertake more direct research projects.

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Ames Freestanding Shelving provides convenient, economical book storage facilities adaptable to any library floor plan. Consisting of a simple skeleton frame which supports cantilevered "bracket-type" shelving, it is simple to install and rigidly constructed to withstand the heaviest book loads. Rearrangement or relocation is quickly accomplished. Existing installations are easily expanded to meet growing needs.

Ranges are made up of one or more 3-foot units, and may be lengthened or shortened at any time by adding or removing these units. The initial unit for each range has two uprights. Additional units used to extend the range require only one upright since they are added to the initial unit. Base supports are equipped with leveling screws, eliminating any need for shims. To harmonize with the library interior, Ames offers a wide range of finish colors at no extra cost.

SPECIFICATIONS for Freestanding Bracket-Type Steel Library Shelving

NOTE: This specification is intended as a convenience for architects and others specifying *standard* steel bookstack equipment. Special equipment should be specified in detail. Specifications are available for all library equipment and accessories.

GENERAL DESCRIPTION: The shelving shall be Bracket-Type Freestanding Steel Library Shelving. Ranges shall be held upright without the use of transverse bracing between ranges and shall be composed of sectional units so that one or more compartments of a range may be removed without affecting the stability of the remaining compartments.

SHELVING: All book shelves shall be 18-ga. steel formed to a ¾" deep open box section at front and back edges. Brackets for book shelves shall be 16-ga. steel with front and top edges rolled outward, approximately ¼". The front upper corner shall be rounded to a generous radius. The back edge shall have two hooks for support and one lug to maintain alignment and to prevent accidental dislodgment of brackets. Brackets shall be joined to shelves without fastenings. The bracket shall have a smooth, continuous hem into which the shelf end nests, leaving no raw edge or visible lugs. Brackets shall remain upright when shelves are removed, for ease in relocating. The complete assembly of shelf and bracket, when hung on uprights, shall be capable of supporting a uniformly distributed load of 40 lbs. per sq. ft. with no permanent distortion.

The space below bottom shelves shall be closed by means of kick plates installed below bottom shelf.

Each single-faced section shall be equipped with one bottom shelf and six adjustable shelves. It is important that these shelves be identical in construction and all contain the rolled outward flange to prevent knifing of books at any level. Base shelf should be 10" (or 12") deep to provide maximum stability. Adjustable shelves should be 8", or as specified by architect or librarian.

UPRIGHTS: The uprights shall be of tubular construction of no less than 18-ga. steel and shall be perforated to receive hooks of shelf brackets for adjustability at 1" centers. At least every sixth slot shall be distinctively shaped for easy shelf leveling. This upright shall be of welded construction and not rely on fastenings to hold the halves together. The column base shall consist of a channel-shaped member having an offset pocket into which the column is inserted and to which it is bolted in position. The base shall be designed to prevent damage to floor covering by maximum distribution of load and elimination of sharp edges bearing on floor. Base member shall extend the full depth of shelving and shall have a leveling screw at the outer ends to compensate for irregularities in the floor surface. Leveling screws shall bear on the flange of kick plate, affording complete protection of floor covering. Longitudinal stability shall be provided by diagonal sway braces for double-faced units and by suitable wall clips for single-faced units.

FINISHED END PANELS: Where indicated on plans, 18-ga. steel panels shall be installed at the ends of ranges. Panels shall be triple flanged at vertical edges. The front vertical corner shall be formed to ¾" radius. Panels shall be of sufficient width so that base shelf does not project beyond panel edge.

ACCESSORIES: As specified by architect or librarian.

FINISH: All material shall be thoroughly cleaned before painting. All parts shall be finished in Alkyd-Urea type enamel, baked on with the proper temperature-time relationship to insure thorough curing and a tough, durable finish. The paint shall be applied by the electrostatic method to insure thorough coverage and uniform thickness and density.

The finish color shall be selected by the owner from 18 color samples submitted by the manufacturer, or as designated by architect or owner.

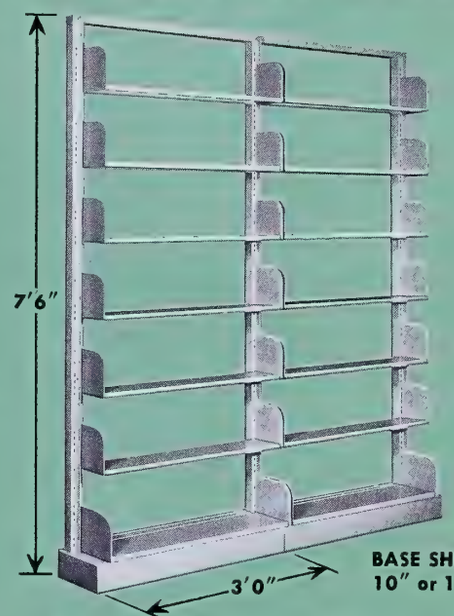
INFORMATION WHEN ORDERING

Ames' *sectional* construction means that additional 3-ft. units may be added to a range at any time. It is important in ordering to distinguish between an *initial* unit which requires two columns and an *additional* unit which requires but one column and associated shelves and hardware. To place an order for standard equipment, the following information is necessary:

1. Number of ranges.
2. Number of 3′ units per range
3. Type of range: single or double-faced
4. Type of end closure: end panel or plain
5. Depth of base shelf: 10" or 12"
6. Number of adjustable shelves
7. Depth of adjustable shelves: 8", 10" and 12"
8. Accessories required, such as: range index holders, shelf label holders, card frames, book supports.
9. Color desired.

Children's height (5′ 0") shelving and counter height (3′ 6") shelving are available as standard equipment. Shelving of any other height is available on request . All heights can be supplied single or double-faced.

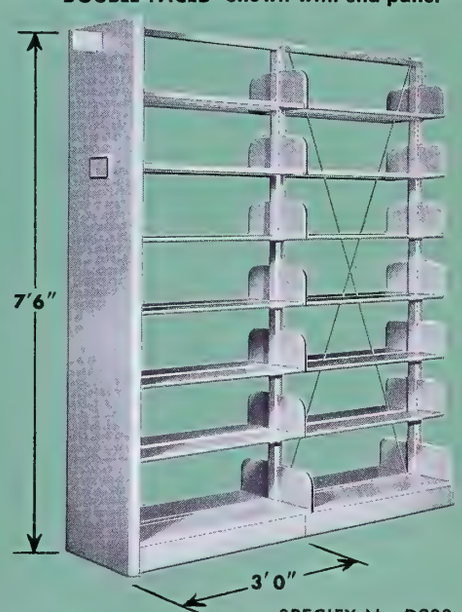
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DOUBLE-FACED Shown with end panel



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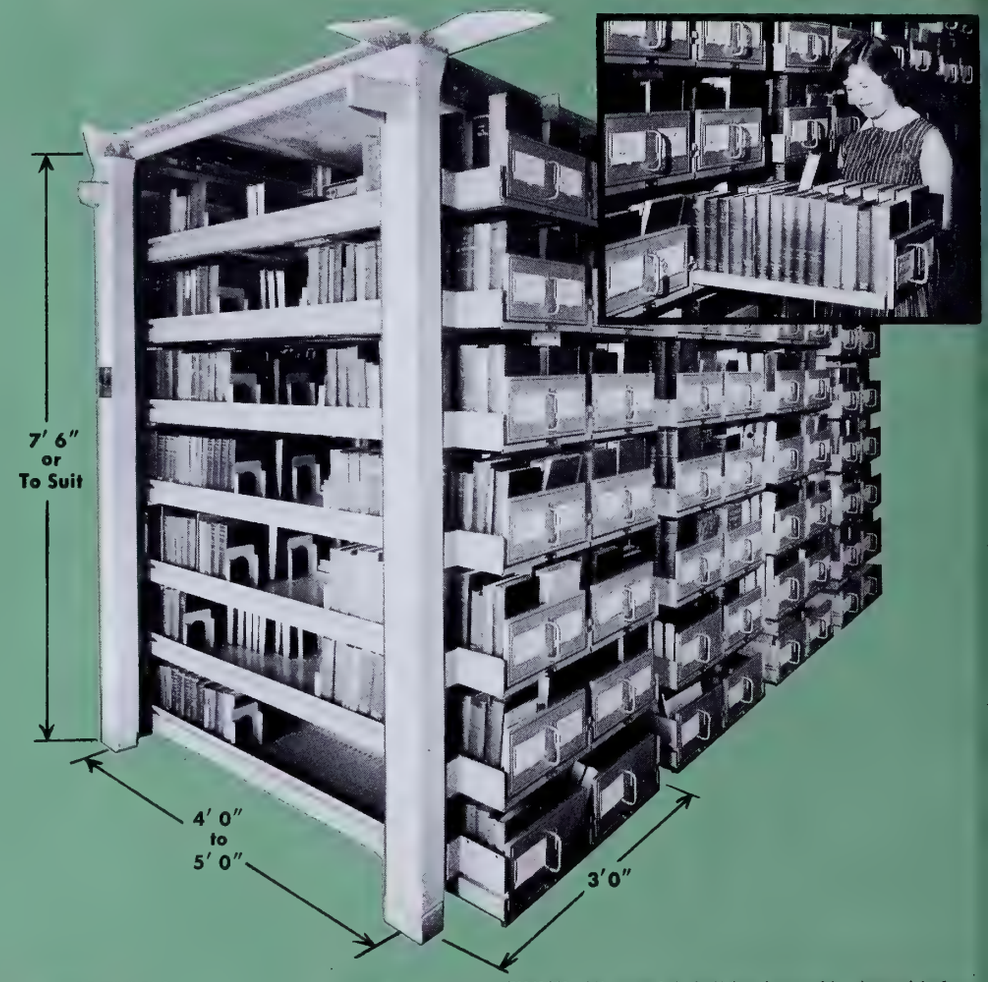
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DRAWERS INTERCHANGE WITH SHELVES

Stor-Mor Book Drawers are interchangeable with regular shelving at will. At any time they may be moved to other similar uprights. The shelves they replace are shifted to the uprights vacated by the drawers.

EFFORTLESS, TROUBLE-FREE OPERATION

Running lightly on ball-bearing rollers, the all-steel Stor-Mor Drawers open and close easily and quietly with less than 3-pounds pull. Drawers are held securely in the closed position by a positive-locking catch. Books are held in place by adjustable book supports which hook into drawer. To accommodate volumes of varying sizes, drawers are adjustable to any desired height on the supporting columns.

*Pat. Pending

SPECIFICATIONS for Stor-Mor Book Drawers

SCOPE OF WORK: Furnish all material, labor, and equipment necessary to provide a complete installation of Compact Book Storage for: (A or B)

A. New Installation: The compact storage book drawers shall be supported by slotted tubular uprights together with all necessary base plates, spacers and bracing as ordinarily used for conventional bracket-type bookstack construction, either multi-tier or single-tier as shown on plans or as otherwise specified below.

B. Adaptation to Existing Installation: The compact storage book drawers shall be supported by existing bookstack uprights. All drawer loads shall be transmitted to existing uprights and no additional loads shall be imposed on stack floors except at existing uprights.

DRAWER ASSEMBLY—General Description of Function: The intent of this specification is to describe a drawer assembly which can be supported on bracket-type bookstack uprights spaced in the same manner required for the support of conventional shelving. It is intended that the supporting structure provided for drawer assemblies be identical to that required for conventional shelves and that there be ready interchangeability between compact storage drawers and conventional shelves. The drawer assembly shall be of sufficient length to span the distance between ranges and provide maximum storage in a pattern of uprights designed for conventional shelving. Two rows of drawers shall occupy the horizontal space between uprights in a standard 3-ft. section. The contents of each drawer shall be readily accessible by rolling the drawer to the open position so that one-half of the length of the drawer is fully exposed in the range aisle. Drawer suspension shall be so designed that a maximum force of 3 pounds is required to overcome the inertia of a 250-pound book load from either the open or closed position.

FINISH: All material shall be thoroughly cleaned before painting. All parts shall be finished in Alkyd-Urea type enamel, baked on with the proper temperature-time relationship to insure thorough curing and a tough, durable finish. The paint shall be applied by the electrostatic method to insure thorough coverage and uniform thickness and density. The finish color shall be selected by the owner from 18 color samples submitted by the manufacturer, or as designated by architect or owner.

INSTALLATION: Drawer assemblies shall be installed by properly qualified personnel familiar with the requirements of bookstack erection. Drawers shall be hung level with uniform vertical spacing. Each 3-ft. section shall have two rows of 7 drawers in height, making a total of 14 drawers per section, unless otherwise noted on plans or in specifications.

GUARANTEE: The entire installation shall be guaranteed against faulty materials or workmanship for a period of one year. This structure is covered by U. S. Patent No. 2,872,048.

INFORMATION WHEN ORDERING

For any type of Stor-Mor installation, the only preliminary information required is the space available and the number and length of ranges desired.

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MULTI-TIER BOOKSTACKS

Designed and Erected to Meet Your Requirements

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BOOKSTACK COMPONENTS

The structural parts of the multi-tier bookstack include the steel columns which support the shelves or drawers, the floors, and the stairs, all of which must be specially designed and manufactured for each individual project. Shelves, brackets, book supports and miscellaneous accessories are standard for all installations. Sound construction, efficient use of space, convenience for librarians and borrowers, and protection for books govern our design of these installations.

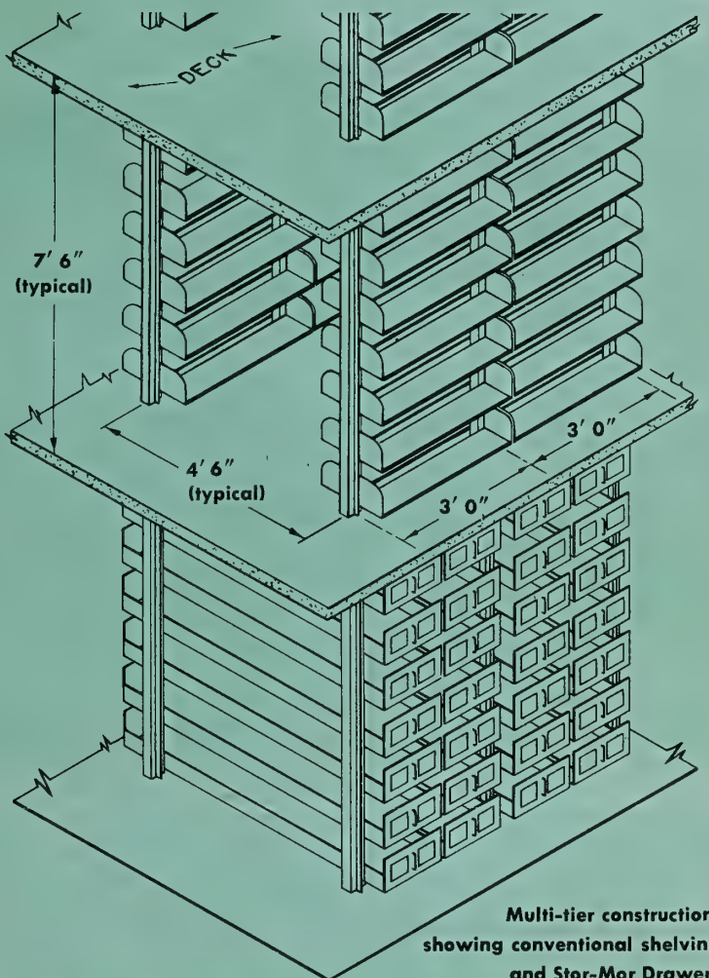
PLANNING SERVICE

If you will provide us with preliminary sketches or a description of the library building, we are prepared to submit the following information for your consideration:

1. Details of stack columns together with details of related parts such as footing plates and floor bearing members. These details will be selected for their suitability for the requirements of the job involved. Details will also be provided of the three types of decks which we are prepared to install. These decks are: (a) concrete; (b) cellular steel, flush both sides; (c) cellular steel with exposed cells on underside forming the ceiling.
2. Information on bookstack loads and column design.
3. Cost estimates.

Our services extend from the inception to the completion of the bookstack, and are offered to all those concerned with the design, construction and use of such equipment. A thorough knowledge of library requirements, an understanding of architectural and engineering problems involved, and complete manufacturing facilities are our credentials to library planners and builders.

Consultation is offered free and entails no obligation. We urge you to request this service during the early planning stage of the library.



Multi-tier construction, showing conventional shelving and Stor-Mor Drawers



This typical two-tier stack, adjacent to the reading room, was fabricated and installed, including the stairs and railing, by Ames. The attractive steel end panels are finished to harmonize with the library interior.



The undersides of the steel decks may be plastered, as shown in this multi-tier installation. All electrical wiring is inside the columns and decks (UL approved) for neat appearance. No conduit is required.

Locations of recent installations for reference purposes will be supplied on request.

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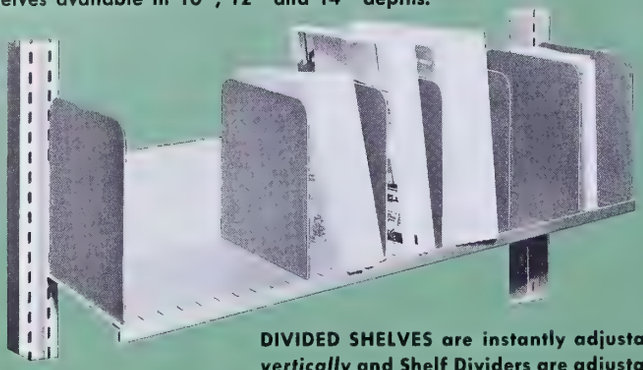
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BOOKSTACK EQUIPMENT AND ACCESSORIES

Ames offers a complete line of library equipment and accessories. Consult us regarding your specific requirements.

DIVIDED SHELVES for Vertical Filing

Ames Divided Shelves provide a low-cost, time- and space-saving system for the upright filing and storing of folders, phonograph records, periodicals, etc., which will not stand alone vertically on standard shelving. Interchangeable with practically all makes of bracket-type book shelving. Shelves available in 10", 12" and 14" depths.

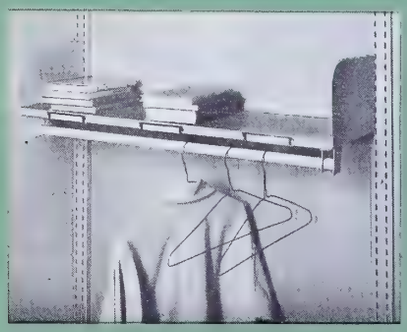


DIVIDED SHELVES are instantly adjustable *vertically* and Shelf Dividers are adjustable *horizontally*, both on 1" centers.

SPECIFY No. D-10 (10" shelf)

SPECIFY No. D-12 (12" shelf)

SPECIFY No. D-14 (14" shelf)





WALL-HUNG EQUIPMENT

for classrooms, libraries, offices

This simple, low cost Ames shelving system uses slotted steel columns which are easily fastened to any wall. Installed at 36" intervals, the columns support any standard bracket-type shelving and other equipment such as sloping display shelves, coat-rack shelves, lightweight desks, and bracket-equipped chalkboards, tackboards and pegboards. Equipment is quickly adjusted, rearranged or removed. Savings of approximately 50% in cost over adjustable wood shelving of similar quality. Details on request.



CARREL DESKS Freestanding, Single or Double-faced

Single-faced unit accommodates up to 5 bracket-type shelves on rear face. Drawer if desired. Individual desks without side panels are available for multi-tier construction.

SINGLE-FACED

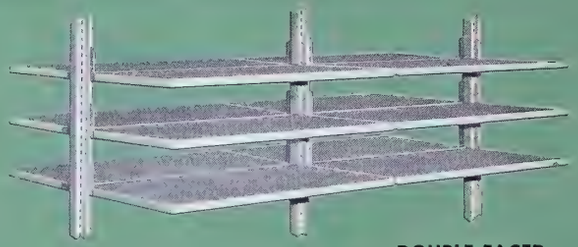
Height: 66"
Width: 36"
Depth: 20½"

SPECIFY No. WCD

FLUSH BRACKET SHELVING

Shelved Flat for Newspapers or Other Material

Standard depth 20". Special construction to permit close spacing. Shelf surface unobstructed for full length of range.

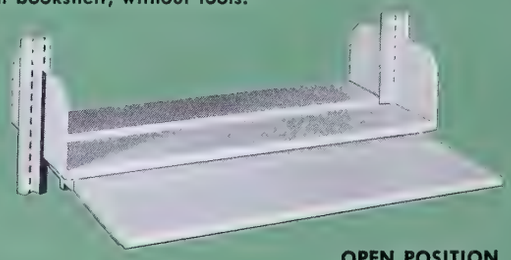


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Permits brief reference to books and convenient writing surface. Shelf can be pulled out from either side of double-faced range. Safety stop prevents accidental dislodgment. Shelf guides are attached to underside of any depth bookshelf, without tools.



OPEN POSITION

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AMES STEEL LIBRARY EQUIPMENT is ideal for all types of libraries, including public libraries, schools, colleges, institutions, offices and industrial libraries. Without obligation, Ames' experienced library equipment engineers will help you plan for the equipment which meets your particular needs.

Locations of recent installations for reference purposes will be supplied on request.

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MEMBERSHIP NOTES

(compiled by Anne Burnett)

News of New Members:

Betty Hensill: New Science Librarian at San Francisco State College.

Emily Lumbard: New Assistant Librarian at Hexcel Products, Inc.; served in main library at University of California and several branch libraries, also at Standard Oil of California Library.

Betty Bateman: New Chief of Literature Research at Stanford Research Institute; transfer from Texas Chapter; formerly Head Librarian, Texas Engineers Library; served on national SLA committees.

Change of Position:

Ed Larsen: Formerly with ASTIA in Oakland, now Head of Public Service at the U.S. Naval Postgraduate School Library in Monterey.

Illnesses:

Arline McCabe: Now recovering, after long illness.

Genevieve Tompkinson: Pedestrian victim of automobile accident, now at Alameda Hospital, 2070 Clinton Ave., Alameda; would welcome messages and visits from her many friends.

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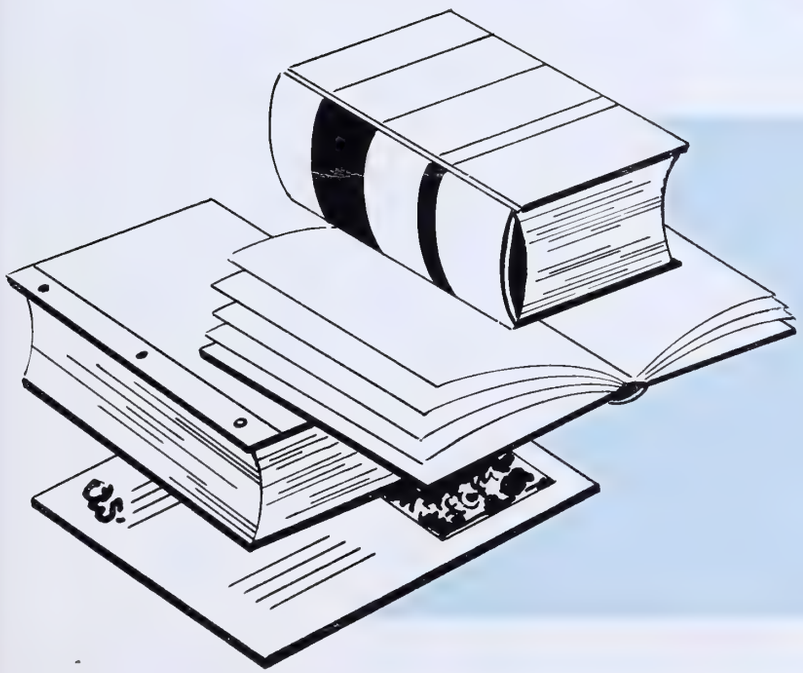
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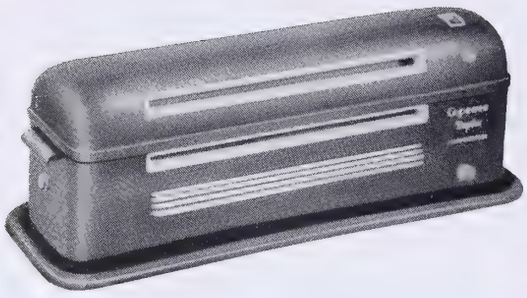
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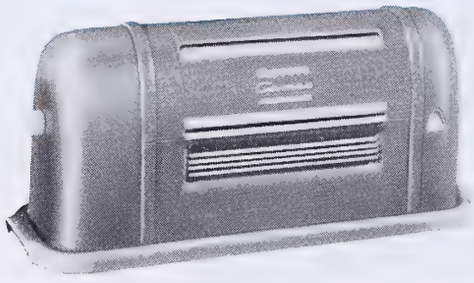
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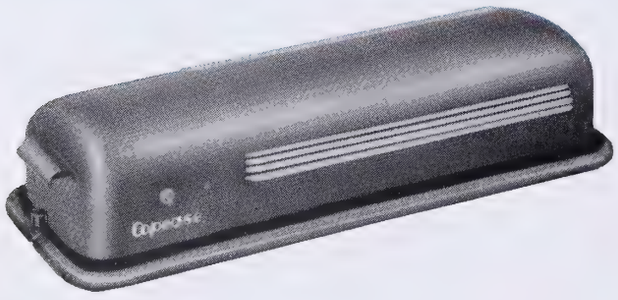
COPEASE CAMEO

A single electric unit that exposes, develops and prints copy up to 9 inches wide by any length. Model A for regular negative paper; Model B for either regular or daylight negative paper.



COPEASE DUPLEX BOOK COPIER

One machine performs exposing and developing operation for copying pages from books without removing the pages and without loss of margin. Model A copies sizes up to 8½ x 14 inches. Model B copies sizes up to 14 x 17 inches.



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The electric developing unit to be used in conjunction with the Copease exposing unit. Model A makes copy up to 8½ inches wide by any length; Model B makes copy up to 14 inches wide by any length; Model C makes copy up to 17 inches wide by any length.

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EMPLOYMENT OPPORTUNITIES

The following are among the positions available as of December 18, 1959. Qualified librarians may call the Employment Chairman, Miss Karpenstein, at SUtter 1-7700, ext. 3270, any day at 11:30 A.M. or 4:30 P.M.

Peninsula -- Assistant Librarian, Electronics Firm. Responsibilities include supervision of nonprofessional staff, operation of catalog and reports indexing sections. Prefer physical science major. Library school or equivalent experience in technical library required. Reading knowledge of German or Russian.

Middle West -- Literature scientists to abstract and code current scientific information in biological and medical sciences. A mechanized literature retrieval system is being developed. Training in biological or medical sciences; writing and foreign language skills required.

East Bay -- Technical reports librarian in nuclear research laboratory. Library science degree plus scientific background in physics or chemistry.

Peninsula -- Librarian with economics and/or engineering background for reference and market research work in electronics.

A Note to the Membership

Librarians knowing of present vacancies or potential positions in special libraries in the area are invited to apprise the Employment Committee, or any Chapter Officer (who will relay the information). Members are also invited to refer suitable, adequately prepared applicants for special library positions to the Employment Committee.

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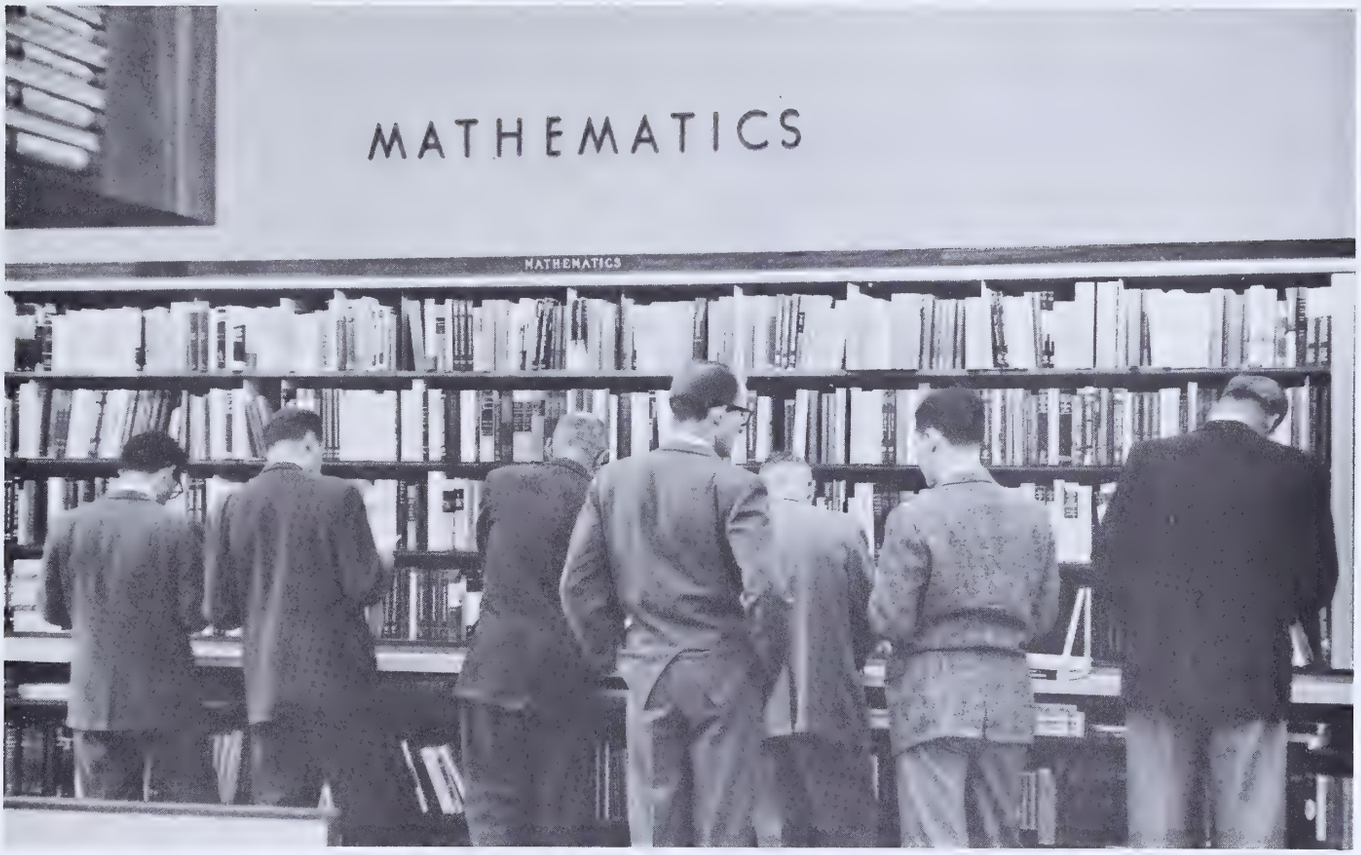
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LIFE SCIENCES 2,200 VOLUMES	Anthropology Archaeology Biology Botany Children General Health Psychology Sex
MATHEMATICS 1,800 VOLUMES	From Simple Arithmetic To Metamathematics
MEDICINE 10,500 VOLUMES	All Branches
NURSING 800 VOLUMES	All Specialties
PHYSICS 1,000 VOLUMES	From The Inclined Plane To Linear Accelerators
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Here, on October 24th, 1959, were gathered together two mathematicians, a physicist, a plumbing contractor, a salesman, and two engineers, each looking for the answer to his particular problem in mathematics.

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Berkeley 9, California

Mr. Mark H. Baer, Director
Tech. Info. Services
Ampex Corporation
934 Charter Street
Redwood City, California

Mrs. Betty B. Bateman
Chief, Literature Research
Stanford Research Institute
Menlo Park, California

Mr. B. A. Gere
Missile and Space Division
Tech. Info. Center
Lockheed Aviation
Palo Alto, California

Mr. David A. King
International House, Room 538
Berkeley 4, California

Mr. Marjan Merala
1743 Lehigh Drive
Davis, California

NAME CHANGES

Mary Lou Fields Haire
Helen Panhans Prather
Judith Rosa Demeter

DELETIONS

Mr. Frederic M. Falconer
Mr. Frederick E. Frost
Miss Sarah L. Lovett

ADDRESS CHANGES

S.L.A. Headquarters in New York should be notified about changes of address. They will then notify our local Membership Chairman to make it official

ADDRESS CHANGES

Miss Dorothy Baughman
Lawrence Radiation Laboratory
P. O. Box 808
Livermore, California

Mr. Ray Brian
1308 Cole Street
San Francisco 17, California

Mr. Kenneth D. Carroll
255 Camposino Avenue
Palo Alto, California

Miss Barbara A.Crowley
Agricultural Reserach Division
Shell Development Co.
P. O. Box 3011
Modesto, California

Miss Priscilla J. Ferguson
2873 Galleon Road
Pebble Beach, California

Mrs. Elizabeth H. Frazer
Shell Oil Co., Library
P. O. Box 711
Martinez, California

Mrs. Marguerite E. Higgins
245 W. San Jose Avenue
Fresno 4, California

Miss Lois H. Johnston, Ln.
Industry Information Center
Stanford Research Institute
Menlo Park,California

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Monterey, California

Mr. John A. Sigel
2261 Hooke Way
Sacramento 22, California

Mrs. Helen H. Wheeler
1028A Middle Avenue
Menlo Park, California

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Mrs. Edith C. Nielson, Ln.
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1111 Crocker Bldg.
San Francisco 4, Calif.

ATTENTION LIBRARIANS !

SPECIAL LIBRARIES ASSOCIATION

SAN FRANCISCO BAY REGION CHAPTER

FEBRUARY 1960 MEETING

METHODS

DATE: Wednesday, February 24, 1960

PLACE: Stanford Research Institute,
Main Conference Room (new building)
333 Ravenswood Ave., Menlo Park

SOCIAL HOUR: 7-7:30, Dessert and Coffee

We recommend that if you are coming from either the East Bay or San Francisco you have your dinner before leaving for Menlo Park in order to avoid the rush hour traffic.

PROGRAM: 7:30 p.m. Dr. Douglas C. Engelbart, Senior Research Engineer, Stanford Research Institute.

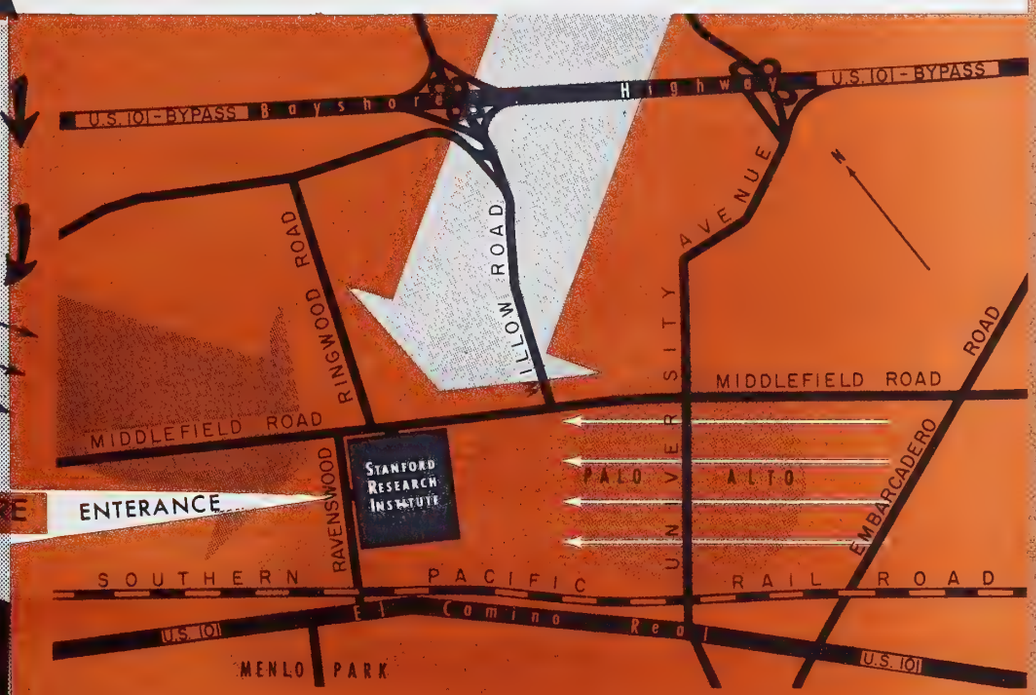
ARE YOU A THINKING GAMES MAN?

It's games night for the methods meeting of the San Francisco Bay Region Chapter of Special Libraries Association. It's fun! It's easy! It's free! It's honest! According to Head Gamesman, Doug Engelbart, there's no chance for foul play because the games are smarter than the participants. Winners will receive some insight into the whys and wherefores of digital computers.

RESERVATIONS: BY FRIDAY, FEBRUARY 19. PLEASE REMEMBER MONDAY IS A HOLIDAY.
San Francisco: Standard Oil Co. of Calif. SU. 1-7700, Ext. 2946
East Bay: U.C. Institute of Transportation, BE. 5-6000, Ext. 239
Peninsula: Stanford Research Institute, DA. 6-6200, Ext. 2176

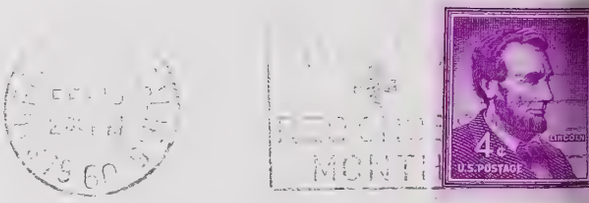
TRANSPORTATION: When you make your reservation, indicate if you need a ride or if you can offer one. We will try to accommodate

DIRECTIONS:



Button, Button, who'll push my button?

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San Francisco 11, Calif.

S. L. A. ARCHIVES

San Francisco Bay Region Chapter Bulletin



• Special Libraries Assn.

Vol. 30, No. 3 April, 1960

APRIL MEETING

DATE: Saturday, April 23, 1960.

PROGRAM: Visit and tour of the new LANE MEDICAL LIBRARY, designed by Mr. E. Stone, on the Stanford campus. Our hostess will be Miss Clara Manson, the Librarian. The meeting will begin at 2 PM.

We also suggest that you take this opportunity to visit the two other new libraries in Palo Alto designed by Mr. E. Stone, the architect for the Stanford Medical School -- The PALO ALTO PUBLIC LIBRARY at 1213 Newell Road and the MITCHELL PARK BRANCH LIBRARY on East Meadow Drive.

LUNCHEON: 12 PM at the Stanford Student Union on campus.
$2.00 including tax and tip.

RESERVATIONS: By noon, Wednesday, April 20, 1960.
San Francisco: Standard Oil Co. of Calif., SU 1-7700, ext. 2946.
East Bay: U.C. Institute of Transportation, BE 5-6000, ext. 239.
Peninsula: Stanford Research Institute, DA 6-6200, ext. 2176.
Call the Peninsula number for any necessary changes after the deadline.

TRANSPORTATION: When you make your reservations, say if you need a ride or can offer one.

Those wishing to gather before the meeting are stopping at Rickey's, 4219 El Camino Real.

SPECIAL LIBRARIES ASSOCIATION
SAN FRANCISCO BAY REGION CHAPTER

OFFICERS AND COMMITTEES, 1959-60

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PRESIDENT-ELECT: Marie Koutecky

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EDUCATION: Robert Meyer

EMPLOYMENT: Doris Lanctot

JOINT MEETING: Beverly Hickok

PUBLIC RELATIONS: Phyllis Anderson

RECRUITMENT: Oda Hansen

TRANSLATORS' LIST: Katherine Taylor

UNION LIST SALES: Marie Koutecky

* * * * * * * * * * * * * * *

ADDRESSES

Members should check the accuracy of their addresses in the Chapter Directory. S.L.A. Headquarters in New York should be notified about any errors. They then will notify our local Membership Chairman of the change.

OVERDUE NOTICE

Attention of S.L.A. members is called to the fact that membership dues for the calendar year 1960 became delinquent after March 31, 1960. If you have not already sent your dues to Headquarters, please do so as soon as possible.

MAY MEETING

Program Chairman Jane Wilson is completing arrangements for the Chapter to meet at the Book Club of California on Wednesday, May 18th. The speaker will be Terry Bender, the Rare Book Librarian at Stanford University.

REPORT OF THE JANUARY MEETING

(B David A. Locher)

The January meeting of the Bay Region Chapter was held Thursday, January 21, 1960, at the California Academy of Sciences. The meeting was preceded by dinner at the El Portal Restaurant. After dinner, the members were met at the Academy by Miss Veronica J. Sexton, Librarian of the Academy, and Mr. Ignatius McGuire, Associate Librarian.

The group went first to the May T. Morrison Auditorium, where Mr. David A. Locher, Assistant Librarian, introduced the speaker of the evening, Mr. Benjamin Draper, head of the Academy's Television Department and Executive Producer of "Science in Action." Mr. Draper spoke on the history and functions of the Academy, with special emphasis on its television work. Each member received a copy of "Pacific Discovery," the Academy's magazine devoted to natural history in the Pacific area.

Afterwards, the librarians visited the John Ward Mailliard, Jr., Memorial Library, which was shown them by the Academy Library staff. The Library, which has a collection of about 200,000 volumes devoted primarily to natural history, is located in the new wing of the Academy which was completed in the spring of 1959.

* * * *

REPORT OF THE FEBRUARY MEETING

(By Roy A. Johnson)

The guest speaker for the February meeting held at Stanford Research Institute was Douglas C. Englebart, a senior research engineer at SRI. Dr. Englebart's presentation, "Games That Teach the Fundamentals of Computer Operations," required audience participation from approximately 30 of the 100 in attendance. Probably those who participated actively enjoyed the evening most of all, though everyone discovered that insight into the mysteries of digital-computer techniques could be obtained in a surprisingly hilarious fashion.

The novel feature of the teaching method was that it made use of human participants who simulated the function of logical elements typical of those used in digital computers. The participants were "wired" into a network that functioned in a manner very similar to that of an actual digital network. Aside from the general parlor-game atmosphere of fun induced by the exercise, there were educational results of basic worth gained by the attendees.

The mystery associated with computers tended to be dissipated when a person was assigned a very low-order task in a system of like elements, where no single element comprehends the overall significance of its role, and yet where the behavior of the combination of elements is obviously fairly sophisticated. In addition, it takes no great stretch of intuitive comprehension for the average layman (in this instance, librarian) to feel that the construction of simple circuits that can perform tasks analogous to those assigned to him and his fellow participants would put no great strain on an electronics engineer. For example, the speaker, acting as a switch, would clap his hands, thus providing a signal for the participants to either raise or lower their right hands, depending on previous instructions regarding action to be taken at the time of this signal. As the various participants changed hands, while holding numbered cards, those with raised hands indicated that they were acting (as a group) like a counter. When the final total did not come out correctly, the group realized, we are sure, that it is not easy to act as simple automatons when each is a complex thinking individual!

At least some of the mystery of computers has been dispelled and we have been encouraged to develop our interest and knowledge in the practical use of computers in our own profession.

REPORT OF THE MARCH MEETING

(By Robert A. Maynard)

The March meeting took place on Thursday, March 24, 1960, at the Pacific Gas and Electric Company. It was preceded by a dinner at the Seven Hills Restaurant.

Mr. John F. Roberts, Manager of the Rate Department, spoke on "Fact Finding in a Utility." The key role that the special library plays in the operation of a regulated monopoly was emphasized. Mr. Roberts outlined the peculiar problems facing a large utility such as P.G. & E. which must serve the interests of the majority of the public and at the same time realize an adequate rate of return on its investment. P.G.& E.'s operations are carefully regulated at the federal and, especially, at the state level. Whenever any move is contemplated, such as construction of new facilities, or the adjustment of rates to meet rising costs, public utility commissioners must be convinced by P.G.& E. that the intended action is in the public interest. In the careful preparation of its presentations before the commission, the company depends considerably upon the information-gathering services of its library.

Following Mr. Robert's talk, Anne Burnett and Helen Prather described some of the services of the P.G.& E. library. Answering reference questions is the largest single activity. In addition to the usual reference tools, the library contains a variety of literature of every form--books, reprints, clippings, pamphlets--touching on every phase of the company's activity. These materials are indexed on 3x5 cards, arranged in a single alphabet, for ready retrieval. Routing of journals is another important activity. The library regularly distributes a bulletin of abstracts covering monthly items of interest to the power industry. The members were impressed by the services the library provides for its clientele. The meeting was adjourned after the members toured the library.

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SHANK SPEAKS ON HOW TO LIVE WITH A TIGER

Russell Shank, Assistant Librarian of the University of California and new member of the local SLA chapter, was a speaker at the Spring Meeting of the College, University and Research Libraries Section (CURLS), Northern Division, of the California Library Association on March 18, 1960. The theme of the morning program, which was presented at the California Academy of Sciences, was "Our Expanding Universe." Mr. Shank's topic was "Administrative and Personnel Problems of our Libraries," and he has very kindly prepared the following abstract of his talk for the Bulletin.

Our expanding universe, the growing institutions within which we serve, with lively students, faculties, researchers, and administrators, might be characterized as somewhat like a tiger -- active and agile, fiercely cunning, moving noiselessly and stealthily, presenting a fierce front when brought to bay, and, once having tasted human flesh, becoming a confirmed maneater. The librarian's problems are how to live with this tiger.

First, to stay alive, and keep flesh on our bones, we must keep our eyes on the tiger. Our universe is expanding in all dimensions: the institutions we serve are growing in size and number, they are taking on increasing functions, and we find greater competition for the use of our resources. Second, our tiger has friends, so it is necessary to watch the tiger's playmates too. Many of our parent institutions have common administrative ties, and some are enlisting in joint activities regardless of the existence of any related source of authority. Smaller institutions rely on sharing resources of larger ones until they get their feet on the ground. In addition, there is a growing technology of cooperative activities in the library world, and we find we are expected to engage in joint activities.

Third, we must give ourselves room to maneuver. As we grow in size, we face the complexities of organizational change. Our publics are no longer simply organized, and libraries' internal activities must reflect the pressures of the environment within which they exist. The rigid library organization cannot long survive with an agile, rapidly growing tiger. Fourth, to keep the tiger from becoming so hungry he is pushed to taste human flesh, we must watch carefully what and how we feed the tiger. Our parent organizations face many pressures in the expanding universe, and are probably doing all they can in budget allocations for library activities. This means we must constantly evaluate the guidelines we use in allocating our financial resources to give the most attention to primary activities, and to keep our program of building, services, routines, and collections in line with our functions. Above all, we must pay attention to the size and condition of library staffs, and to the distribution of duties among staff members, for it is essential, if we are to live in the same cage with the tiger, to keep the tigerkeeper in trim.

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1961 SLA CONVENTION NEWS

(By Paul Kruse, Convention Chairman)

Plans for the 1961 Convention are shaping as well as could be expected this far in advance of the convention. Some time in mid-August, Bill M. Woods, Executive Secretary of SLA, will be in San Francisco to meet with the Executive Committee and Committee Chairmen to discuss details which must be cleared through the National Headquarters before Convention time.

A conducted tour is definitely being planned for Hawaii following the National convention. Arrangements are underway with the librarians in Hawaii, under the direction of Mrs. Jessie Larsen Wheelwright, Librarian of the Hawaiian Telephone Company, for an interesting series of meetings following our San Francisco convention. In response to a note placed in our last Chapter Bulletin, the Convention Chairman has received comments from librarians back East expressing an interest in the post-convention trip. Individual arrangements will also be made for members wishing to visit Alaska, Mexico, the Orient, or elsewhere. The Andrew W. Lerios Travel Service is handling our post-convention tours.

The next meeting of the Convention committees will be held at 7 PM, Thursday, April 28th, at the Sheraton-Palace Hotel. Chapter members are invited to visit the open meetings of the Committee.

* *

EXECUTIVE BOARD AND ADVISORY COUNCIL MEETINGS, CHICAGO, FEB. 11-13, 1960

(Reported by Alleen Thompson)

In regard to the Association's public relations program, the recommendation to increase the number of sustaining members is being urged even though the contract with Executive Research, Inc., was not renewed.

Winifred Sewell, President-elect, asked the Board to authorize her to appoint an ad hoc committee to establish goals for 1970. The committee would determine what the past, present, and future functions of the Association are and how we might attain future goals.

The Advisory Council agreed that a good special library at Headquarters is desirable but agreement was not reached in regard to using the model library for demonstration purposes. The Committee was asked to rework the proposal before it is submitted to the Board.

Donald W. Ramsdell, chief of the Translation Center, reported that 32,047 translations had been received and cataloged as of Dec. 31, 1959, of which 14,943 were from the Russian language. The Center, supported through grants and receipts from the government and other sources, has a budget for Oct. 1959-Sept. 1960 of $50,651.

San Diego members presented a petition to organize a new chapter. The New York Chapter proposed that a certificate of membership be issued to SLA members. This proposal was referred to the Membership Committee for study.

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Spring 1960 Duplicate Exchange

Thirty copies of each list will be needed for the Spring list. For convenience in packaging, they should be on 8½ x 11" sheets. It is requested that the form be as compact as possible, typed single space in order to reduce the weight of the package. If for some reason, any library finds it impossible to supply multiple copies of its list, the Chairman (OL 3-2100) will be glad to help solve the problem.

Deadline for contributions is May 6th. Want lists need not be accompanied by duplicate lists. Note should be made of how long material will be kept before discarded.

Distribution of sets of lists will include all contributors, and any other libraries or individuals who request sets by filling out and returning the attached blank by May 6th.

For your information--upon inquiry it has been found that the least expensive method for mailing magazines is by second-class transient rate. This rate is 1¢ an ounce. Package should be marked "Second-Class Material". This is for just one or two issues. If several issues are included in one package, the fourth class rate is cheaper as ounces are considered in the second class rate.

Eugenia Ironside, Chairman
Duplicate Exchange Committee

- -

Miss Eugenia Ironside
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USBE IN THE WEST

(Letter from Alice D. Ball, Executive Director, January, 1960)

How can western special libraries be better and more economically served through the facilities of the U. S. Book Exchange, Inc.?

USBE hopes to answer this question through the establishment of a western branch office, offering the same acquisition and depository services as its present Washington headquarters, but with the advantage to western libraries of a more quickly-reached location and reduced shipping costs.

As special librarians who have used USBE know, it offers libraries a direct-order service for missing periodical volumes and issues, a service which is arranged to reduce the time necessary to place and maintain orders and which is also inexpensive in cost. USBE also circulates monthly lists of available portions of its book and periodical holdings, and libraries may request from these lists as well as through the direct order method if they wish.

USBE's acquisition services to libraries are supplemented and complemented by its usefulness as a depository for duplicates. USBE can and does accept unlisted, unsorted duplicates, whenever the donor library would rather pay for shipping costs than for the expense of sorting. If a western branch can be set up, such shipping costs for large consignments of duplicates would be very substantially reduced.

The Executive Director of USBE, Miss Alice D. Ball, has recently made a survey in several western cities of the feasibility and costs of setting up a western branch office. Following her report on this trip, the USBE Board will decide on the location and will make an application for funds to enable the branch to begin operations.

Librarians who would like to make suggestions or to receive further information may write to USBE at 3335 V St., N.E., Washington 18, D.C. Announcements will be made nationally and locally as soon as there is any further news concerning the establishment of a branch office.

In any expansion of its exchange-plus-fee services, USBE will continue its present policy of working with any other existing exchange operations or networks, with the intent of supplementing rather than interfering with such activities.

(Expressions of opinion concerning the proposal may be sent to the Chapter's Duplicate Exchange Chairman, Eugenia Ironside, Shell Development Company Library, Emeryville, California.)

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1960 SLA CONVENTION

(Letter from Robert W. Gibson, Jr., Convention Chairman, March 4, 1960)

Chapter members have by this time received copies of the 1960 Convention Program. A more detailed program listing most of the possible speakers will appear in the April issue of "Special Libraries."

The Convention Executive Committee hopes you will decide that this Convention will be a "must," and that you will encourage attendance by as many of your Chapter members as possible. We want to emphasize two points:

1. Advance Registration. This method is becoming more and more popular with our Association membership, as it cuts down the time involved in registering at the Convention. Even more important, the advance registration enables the Convention Committee to plan more efficiently for a smooth-running Convention.

2. We also hope that you will encourage Sunday arrivals for your members. We believe that our Sunday night Opening Session will be unusual from several aspects. There will be music and possibly a surprise or two in addition to what we consider a very fine "kick-off" speech by Ralph Besse.

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REPEAT PERFORMANCE

Glenn Maynard of the Lawrence Radiation Laboratory Library at Livermore reported to the Bay Region Chapter in November on his Russian library trip last summer. On January 14th he gave a repeat performance at the meeting of the Southern California Chapter where the talk was also warmly received. The invitation to be their guest speaker was extended by Nathan Hands, the Chapter's Vice President and Program Chairman.

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EMPLOYMENT OPPORTUNITIES

Chairmanship of the Employment Committee has been taken over by Miss Doris Lanctot, Librarian, Bechtel Corporation, 220 Montgomery St., S.F., DOuglas 2-4032, Ext. 3117. Applicants may call any day at 11:30 AM or 5:00 PM.

The following are among the positions available as of March 21, 1960...

San Francisco == Head Medical Librarian. Newly created position. Civil service examination required. Library degree, background in natural sciences and languages, one year experience in medical library or related field, plus certificate in medical librarianship (or eligibility for certificate). Residence in S.F. required, BUT may be waived.

East Bay == Technical Librarian for Research and Development Dept., Chemical company. Must have technical background with 2 years college chemistry and a library degree.

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Behind the Hills == Technical librarian. Report finding of U.S. and British research to other AEC Sites. Reference. Prepare literature searches. Procure and catalog reports. Bachelor degree in science and library degree required. Must be U.S. citizen.

Peninsula == Assistant Librarian, Electronics Firm. Responsibilities include supervision of nonprofessional staff, operation of catalog and reports indexing sections. Prefer physical science major. Library school or equivalent experience in technical library required. Reading knowledge of German or Russian.

A NOTE TO THE MEMBERSHIP

Librarians knowing of present vacancies or potential positions in special libraries in the area are invited to notify the Employment Committee, or any Chapter Officer. Members are also invited to refer suitable, adequately prepared applicants for special library positions to the Employment Committee.

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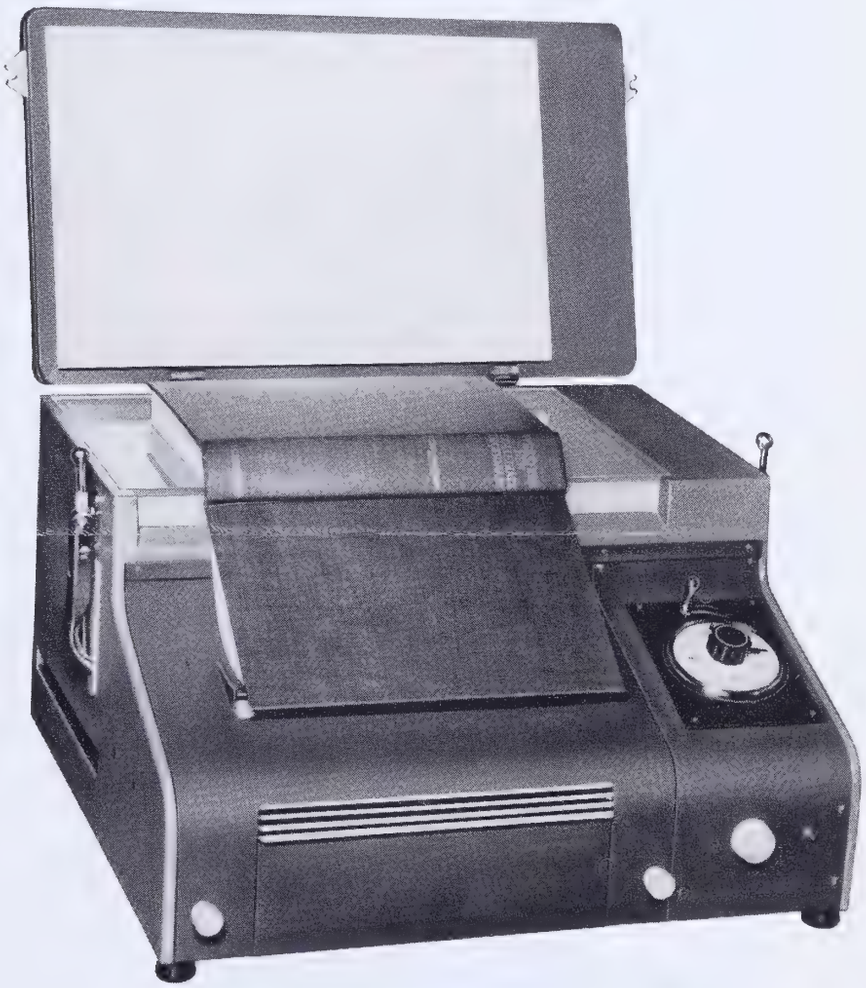
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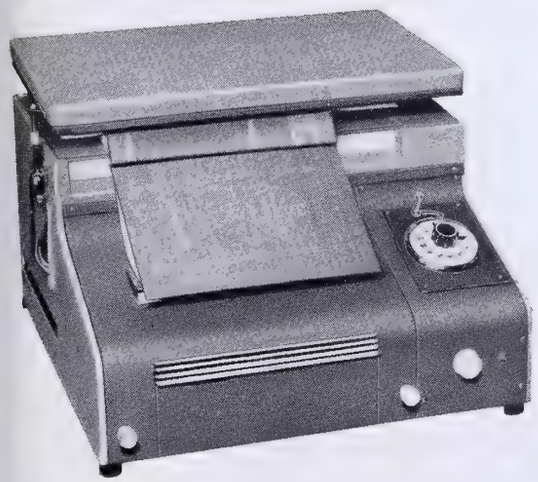
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MEMBERSHIP NOTES

(Compiled by Anne Burnett)

News of New Members:

Marjan Merala: New librarian of the School of Veterinary Medicine at the University of California at Davis; formerly with the John Crerar Library in Chicago; transfer from Illinois Chapter.

Barney Gere: Now member of the Technical Information Center, Lockheed Aircraft Corp., Palo Alto; formerly with National Presto Industries, Technology Division of the Cleveland Public Library, Cleveland Pneumatic Tool Co., Cleveland Pneumatic Industries.

David A. King: A student at the School of Librarianship at the University of California, and Night Librarian at Oakland City College Library, Merritt Campus; formerly Technical Librarian at Dugway Proving Ground, Utah.

Delphia Plaisance: Now with the Standard Oil Library; formerly in the Business and Economics Dept. of the Los Angeles Public Library, and the Graduate School of Business Library at Stanford University.

Audrey Adams: Now librarian of the Astronomy-Mathematics-Statistics Library at the University of California; formerly cataloger at the Engineering Societies Library in New York City; recipient of the SLA scholarship for 1957-58.

Russell Shank: New Assistant Librarian of the University of California, responsible for personnel, and supervision of engineering and physical sciences branch libraries; formerly in charge of the Engineering-Physical Sciences Libraries at Columbia University; Chairman of the In-Service Training Committee of the A.L.A.

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MEMBERSHIP CHANGES

(Reported by Marie Koutecky, Membership Chairman)

NEW MEMBERS

Mrs. Martha W. Barton
740 Sutter Ave.
Palo Alto, Calif.

Miss Mary Elsie Caruso
Chief Librarian
V.A. Hospital
Palo Alto, Calif.

Miss Regina E. Chadwick
Head Librarian
California Medical Association
693 Sutter Street
San Francisco 2, Calif.

Mr. Rocco Crachi
1693 Kitchener Drive
Sunnyvale, Calif.

Mr. Robert R. DeBaun
2935 Hillegass Ave.
Berkeley 5, Calif.

Mr. George R. Evans
139 Hawthorne Ave., Apt. A
Palo Alto, Calif.

Mr. Robert H. Herrick
2777 Kipling St.
Palo Alto, Calif.

Mrs. J. Lovisa Jenkins
1242 Polk St., Apt. 202
San Francisco 9, Calif.

Miss Yumi Lee
Standard Oil Co. of Calif.
225 Bush St.
San Francisco 20, Calif.

Mr. Russell Shank, Asst. Ln.
General Library
University of Calif.
Berkeley 4, Calif.

Miss Geneva Stromme
170 Seal Rock Drive
San Francisco 21, Calif.

Miss Louise Stubblefield
2820 Almaden Road
San Jose 25, Calif.

Miss Mildred L. Washburn
528 J. Street
Davis, Calif.

Miss Eleanore E. Wilkins, Ln.
Library, Menlo Park Unit
U.S. Geological Survey
345 Middlefield Road
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ADDRESS CHANGES

Mr. Robert R. Bruce
P.O. Box 621
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Mr. William E. Dolton
68 Post Street, Room 826
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Miss Betty Jo Hardison
2115 Harvard St.
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Miss Elizabeth Holden
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Vol. 30, No. 4 June, 1960

PRESIDENT'S REPORT

(by Amy W. Rose)

We of SLA are a diversified group representing diversified interests. We come from ivory towers, laboratories, industry, the market place and some from the thresholds of outer space. Our limits are the service requirements of our organizations, our individual training, and our personal capacity. Our duties range from the technical and administrative aspects of librarianship to its intellectual contributions. In this diversity lies the strength and fascination of special librarianship.

Among the most significant values to be found in SLA are the formation of new friendships, the enrichment of old, and the exchange of ideas among colleagues. I urge you all to take active part in chapter affairs. It is a most rewarding experience to work in the best interests of the local chapter, the Association, and the profession as a whole. Your fullest energies and enthusiasm in support of your able officers will assure the success of the Annual Convention in San Francisco next year.

I consider it a privilege to have had the opportunity to serve as President of our chapter and to work with the active group of librarians who are members of SLA. Thank you all for your splendid help and for your faithful and effective service.

Chapter activities of the past year have been reported in our Chapter Bulletin. This issue includes also the annual reports of your committee chairmen.

I am proud of the accomplishments of our members and wish to acknowledge my gratitude to the officers, committee chairmen, committee members, and to all of you who have contributed to the programs and work of the Chapter. My thanks also to you who have been loyal in your attendance at meetings. You all have contributed to the recognition of the importance of professional librarianship. You have added evidence to the fact that special librarians are special.

SPECIAL LIBRARIES ASSOCIATION
SAN FRANCISCO BAY REGION CHAPTER

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RECRUITMENT: Oda Hansen

TRANSLATORS' LIST: Karherine Taylor

UNION LIST SALES: Marie Koutecky

***

REPORT OF THE APRIL MEETING

(by Jane Wilson)

The April meeting was held on Saturday, April 23, at the Lane Medical Library which is a part of the Stanford Medical Center in Palo Alto. The entire Center was designed by the well-known architect, Mr. Edwin D. Stone, who also designed the American pavilion at the Brussels World's Fair and the new American Embassy in New Delhi.

The meeting was preceded by a luncheon at the Stanford Student Union. At the luncheon, Mr. Kenneth Wilson, Palo Alto City Librarian, spoke to the group on Mr. Stone and the other two libraries that he had designed in the Palo Alto Area--the Palo Alto Public Library and the Mitchell Park Branch Library.

Following the luncheon, members and their guests adjourned to the Lane Medical Library for a tour of this handsome new library which was arranged by our hostess, Miss Clara Manson, the Librarian. During the day, many of those present availed themselves of the opportunity to visit the two newly-constructed Palo Alto libraries as well.

REPORT OF THE MAY MEETING

(by Oda Hansen)

The May meeting was held on Wednesday, the 18th, 1960. The social hour from 5:30-6:30 preceded the dinner at the Elks Club, 456 Post Street in San Francisco. During the short business session Mrs. Amy Rose, retiring President, turned the meeting over to the new President, Marie Koutecky. Mr. J. Terry Bender, Chief of Special Collections, Stanford University Libraries, and Mr. Robert Bell, Secretary of the Book Club of California, were introduced to the group, after which the meeting adjourned to the Book Club of California, 545 Sutter Street.

When the group assembled at the Book Club, Mr. Bell introduced the speaker for the evening, Mr. Bender.

Mr. Bender's talk covered the composition of the Club's membership, which at the present time numbers 800 institutional and individual members; the history of the Club dating back to 1912; the numerous outstanding publications of the Club, several of which have been included in the Western Book Exhibits and the Fifty Books of the Year. The Club's Library, which comprises about 1200 volumes and which is currently being catalogued, is planned as a working collection in the Book Arts: history of printing, book design, paper, binding, and related subjects. The future of the Club was touched on only briefly by Mr. Bender. He mentioned the need for ex-paned quarters to house the growing library and provide space for an enlarged program of Club activities.

A question and answer period followed Mr. Bender's talk. Upon adjournment of the formal part of the meeting those present were invited by Mr. Bell to browse and to examine the exhibit of the Plantin Press of Sol and Lillian Marks.

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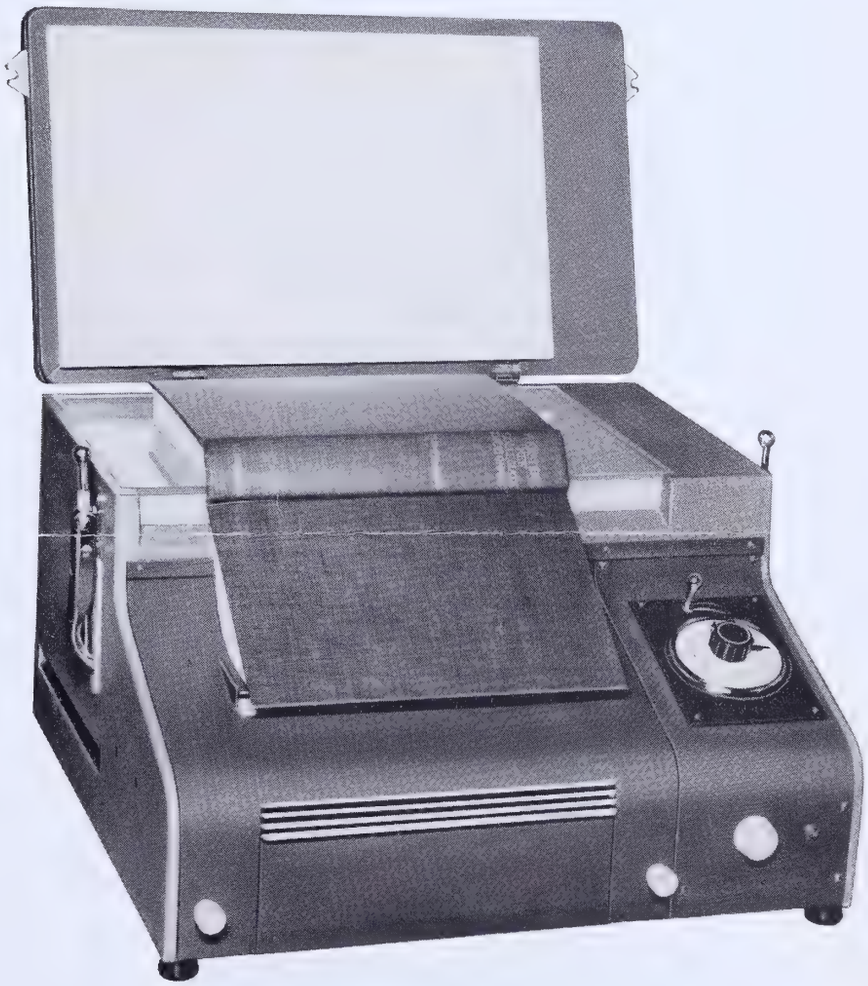
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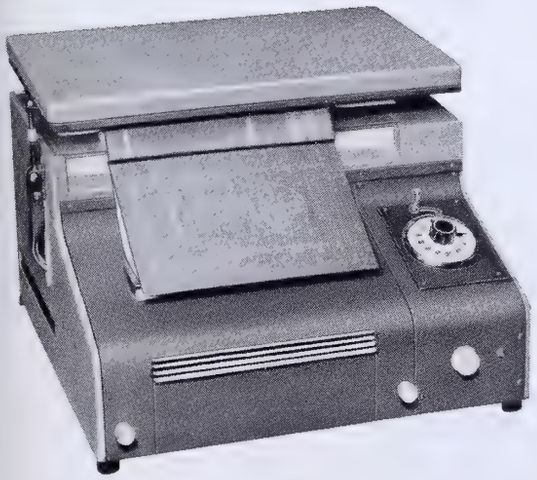
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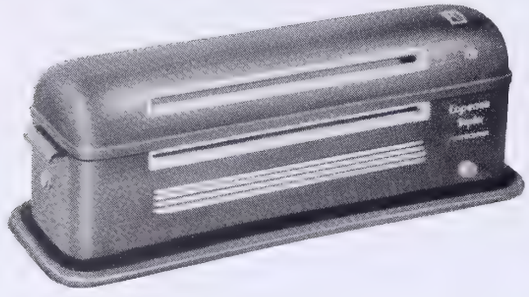
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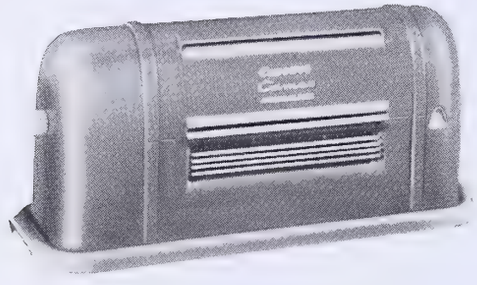
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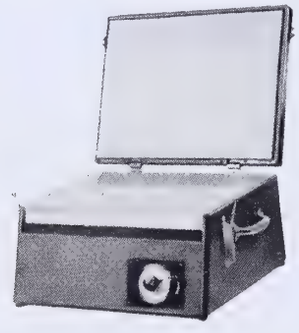
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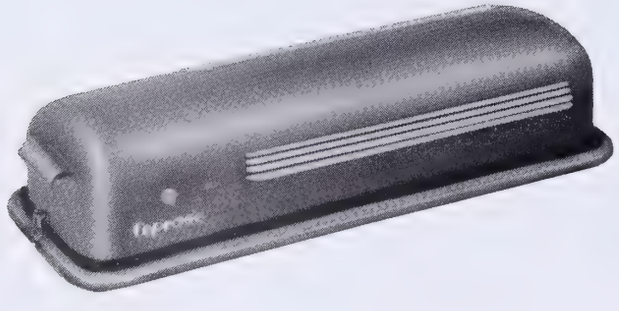
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S.F. CONFERENCE ON AGING PROJECT

(by Margaret Hatch)

In response to a request from the Mayor's Committee for the White House Conference on Aging, the S.F. Bay Region Chapter of the S.L.A. assisted with the San Francisco Conference on "Aging with a Future," held at Nourse Auditorium, June 23, 1960.

Two Chapter Committees were appointed: (1) Committee to Assist the Mayor's Committee: Chairman, Margaret Hatch; Anne Rand, Research Department Library, I.L.W.U.; Mary Moses, Documents Dept., S.F. Public Library. (2) Exhibit Committee for the Conference: Chairman, Marie Abbruzzese, Mary's Help College of Nursing Library; Edith Nielson, Law Library, Morrison, Foerster, Holloway, Shuman, and Clark; Marjorie Schuler, J. W. Stacey, Inc. Other special librarians contributed material for bibliographies, attended the ten Conference Workshops, manned the S.L.A. Exhibit, and assisted in other ways.

Activities consisted of: Compiling lists of selected references on aspects of aging, for distribution at the S.L.A. Exhibit and Conference Workshops; supplying material on various subjects to participants of some of the Workshop panels; gathering publications for the S.L.A. Exhibit; suggesting sources of popular material for the general Conference Exhibit.

The Exhibit Committee did an execellent job in setting up an attractive display, to show guides to information, and examples of publications of interest to professional workers in the fields of aging covered by the Conference. Some shelves of selected books supplied by Stacey's added a great deal to the exhibit. The Committee also kept the booth manned throughout the day, to assist the many people who were interested in the exhibit, and who wished the material provided for distribution.

A more complete report of the project, and of the activities of those who participated in it, will be made to the Chapter. At this time, we wish to thank all of those who helped to make the project a success.

* *

1960-1961 CHAPTER OFFICERS

The Nominating Committee, consisting of Isabella Frost (Chairman), Jeanne Nichols, and Barbara White, presented the following slate for 1960-1961:

Vice President & President Elect:
Miss Marjorie Griffin, IBM Corp. Research Library, San Jose

Director: (for two years)
Mrs. Marion M. Smith, Jackson Library of Business, Stanford University

Secretary: (for two years)
Miss Marie Abbruzzess, Mary's Help College of Nursing Library, S. F.

The Elections Committee, composed of Marian Wickline (Chairman), Isabella frost, Marie Koutecky, and Isabella Nestor, reported that the above slate was elected and will be our Chapter Officers for the coming year.

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EDITH NIELSEN SPEAKS TO WRITERS' CLUB

Miss Edith Nielsen, Librarian of Morrison, Foerster, Holloway, Shuman, and Clark, was asked to speak at the April 23, 1960, meeting of the Non-fiction Section of the California Writers' Club which was held in Berkeley. The group, all members of which are professional writers, were informed through Miss Nielsen's speech of the rich bibliographic opportunities which are available to them in this area through the interlibrary loan services of their own libraries. Some of those mentioned were the historical collections at U. C., Stanford, and Sacramento State Libraries, the museum libraries, the libretto collections of the San Francisco Opera House, the files of the Wall Street Journal office, the business materials of the Mechanics Library, and files of City Directories.

The talk was so enthusiastically received that Miss Nielsen was requested to write an article entitled "About that Research Problem--" which was published in the June issue of the California Writers' Club Bulletin.

MARIE KOUTECKY SPEAKS ON ACQUISITIONS IN A SPECIAL LIBRARY

At the Northern California Technical Processes Group workshop, held on May 13, 1960, at Mills College, Oakland, Maire Koutecky spoke on "Acquisitions in a Special Library." This consisted of a brief resume of the acquisition function of the Standard Oil Company of California Library, cited as an example not to be construed as typical because of the great variety in size, type, and function of special libraries in general. Included was a brief statement of the Standard Oil Library's function as a centralized agent, obtaining publications not only for the Library but also for Company personnel in the Home Office, in field offices in the Western states, and in some of the operating subsidiaries. Books, documents, pamphlets, subscriptions, memberships, services, etc., are included.

The four different multiple-copy printed order forms used were exhibited, including one for single titles for which there is a charge, one for free material, one for periodicals, services, and memberships for the Library, and a similar one for Company personnel. Emphasis was placed on the methods for obtaining material that cannot always be handled by using the printed order forms. Such materials discussed included annual reports of companies, house organs, bank letters, technical society meeting papers and preprints, reprints of periodical articles, some types of State and U. S. documents, and foreign government statistical documents.

ADVERTISING COMMITTEE REPORT

(by Georgianne Titus)

The Chapter secured the following advertisements for the Bulletin during the period September 1959 through June 1960:

W. R. Ames (Agent: Hoeffer-Dieterich & Brown)	2-page insert	2 issues	$36.00
	1-page insert	2 issues	18.00
Artisan Bindery	1/4 page Mimeograph	4 issues	11.00
Copease Corporation	1-page insert	4 issues	36.00
D. Cunningham & Associates	1/4 page Mimeograph	2 issues	7.00
Filmer Publishing Co.	1-page insert	1 issue	12.50
Lucien J. Fraser	1/4 page Mimeograph	3 issues	9.00
Gaylord Bros. Inc.	1/4 page Mimeograph	4 issues	11.00
National Magazine Co.	1/2 page Mimeograph	4 issues	19.00
National Publications Co.	1/2 page Multilith	2 issues	23.00
J. W. Stacey, Inc.	1-page insert	4 issues	36.00
Thermo-Fax Sales, Inc.	2-page insert	1 issue	25.00
Thomas Bros. Maps	1/4 page Mimeograph	4 issues	11.00
	Total received or to be received		$254.50

Thanks are due to Dorothy Andrews for distributing copies of the Bulletin to advertisers and for her many other acts of assistance, and to President Amy Rose for securing the initial run of advertisements which form the bulk of the total.

* *

ARCHIVES COMMITTEE REPORT

(by Elise Hoffman)

No major projects were undertaken during the 1959-1960 year. Appropriate material--as determined by the Procedure Manual--was filed. Several loans were made, and duplicate issues of the Chapter Bulletin were given to library schools on request.

The addition of an Archivist to the Committee was an important change. One of the activities of the Archivist has been to assist Chapter officers with their files.

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BULLETIN EDITOR'S REPORT

(by Robert Meyer)

Four issues of the Bulletin were published this year, for October 1959 and January, April, and June, 1960. Meeting announcements were received from the Program Chairman and were forwarded to our printer for reproduction and mailing.

Active committee members included: Anne Burnett (S.F. Representative, background information on new members); Helen Prather (distribution list, liaison with printer), Oda Hansen (editorial assistance); and Doris Lanctot(Preparation of stencils for printer).

The printer, Bay Cities Duplicating Company, gave outstanding service throughout the year. They prepared stencils for meeting announcements without error, were able to meet difficult deadline requests, and were extremely cooperative in every possible way.

The editorial policy this year was to minimize the reprinting of items from other national library publications and to enlarge the coverage of local meetings and talks given by local members at various professional meetings.

Excellent cooperation was received from all members, especially Georgianne Titus (Advertising Chairman), Jane Wilson (Program Chairman), and the individuals who were asked to contribute articles. The Editor wishes to express his thanks to all those who helped with the Bulletin this year.

* *

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CHAPTER CONSULTANT'S REPORT

(by Margaret Rocq)

During the year seven requests for information on organizing special libraries were received by the Chapter Consultant. There were six consultations involving interviews, loans of the "kit" literature, some letters and some reports to the inquiring companies. Four consultations are still in process.

One library with a professional librarian has been started with Miss Johnson's assistance. Four of the consultations were with firms which already had started or were about to start a library with a non-professional librarian in charge. In these cases, the practical advice requisted was supplied and information on advantages of a professional librarian was presented to the managements of the firms as well as possible.

One chapter member has sent an "Application for approval as Chapter Consultant" to the Chairman of the Consultation Service Committee this year.

Kathrine Johnson has been Chairman of Subcommittee on Promotion of New Libraries, and representative of the Committee on the Peninsula, where most of the inquiries originate. Miss Johnson also took over the Chapter Consultant's responsibility for three months of the year.

The Committee feels that the Consultation Service needs more publicity. We should like to ask our Chapter members to tell business and scientific friends about the Service, particularly when they attend non-library association and society meetings. Also we should like our members to tell their public library friends about the Service so that they could pass the word along to patrons who might inquire about how to start a library.

DUPLICATE EXCHANGE COMMITTEE REPORT

(by Eugenia Ironside)

The Duplicate Exchange activity was carried out in the usual manner. All libraries participating in the exchange sent a specified number of lists to the Committee. Packages containing a copy of each list submitted were sent to each participating library and to all other libraries that requested a set.

The number of lists required and the date on which they were due in the hands of the Committee was announced in the Chapter Bulletins for October and April. Ten lists were contributed to the Fall list. Copies were mailed to 20 libraries. The Spring list consisted of 12 lists and was sent to 26 libraries.

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EDUCATION COMMITTEE REPORT

(by Robert Meyer)

The Education Committee was established during the year for the purpose of working with educational institutions in the area who wish assistance in planning programs pertinent to special librarianship. Two kinds of programs were given attention: (1) the insititue or workshop, and (2) curriculm and other library school policy matters. Two institutions expressed interest in both kinds of programs: (1) University of San Francisco, through Margaret Girdner and Sister Mary Alma, and (2) University of California (Berkeley), through Dr. E. A. Wight.

Due to several factors, the full Education Committee never met. There was however, a dinner meeting at the U. C. Faculty Club, arranged by Dr. Wight, for the purposes of exploring (1) S.L.A. participation in an institute to be held at the University, and (2) possible curricular changes in the Library School program. This meeting was attended by Amy Rose, Marie Koutecky, Barbara White, Jane Wilson, Alleen Thompson, Peg Uridge, Russell Shank, Dr. Wight, and Robert Meyer. Following this meeting, a subcommittee consisting of Peg Uridge, Russell Shank, and Robert Meyer met to discuss the proposed institute in greater detail and to establish guidelines for workshop at the University of San Francisco.

The Education Committee Chairman has appointed Peg Uridge to serve as chief Liaison with the University of San Francisco, and Russell Shank to serve in a similar capacity with reference to the University of California Library School. Both of these members possess exceptional qualifications to render excellent service in these posts, and the incoming Education Committee Chairman is urged to continue these appointments.

In their capacities described in the preceding paragraph, Russell Shank met with the faculty of the University of California Library School to discuss the proposed institute in further detail, and both Russell Shank and Peg Uridge met with Sister Mary Alma on library school policy matters. Present indications are that the University of California Library School will hold an institute on machine applications to librarianship sometine between the A.D.I. meeting in October 1960 and the S.L.A. meeting in June 1961, under Dr. Wight's directions. The University of San Francisco plans a two-day workshop for the early Fall, for non-professional library staff, to orient them to principles and basic reasons for library procedures. The U.S.F. is modeling their core curriculum after U.C.L.A.'s, but will add special literature and special librarianship courses, with the assistance of S.L.A., to the second semester program.

Other members who have either been asked to serve on the Committee or who have expressed an interest in its work include Paul Kruse, Glenn Maynard, Oda Hansen, Isabella Frost, and Kenneth Carroll, in addition to those named above.

The potential importance of this Committee in shaping the character of library education in this area hardly needs to be stressed. The friendly and cooperative approaches by the area's library schools to the S.L.A. present opportunities often dreamed of but seldom realized. Your Chairman regrets deeply that pressures of business and illness prevented him from doing more in this capacity.

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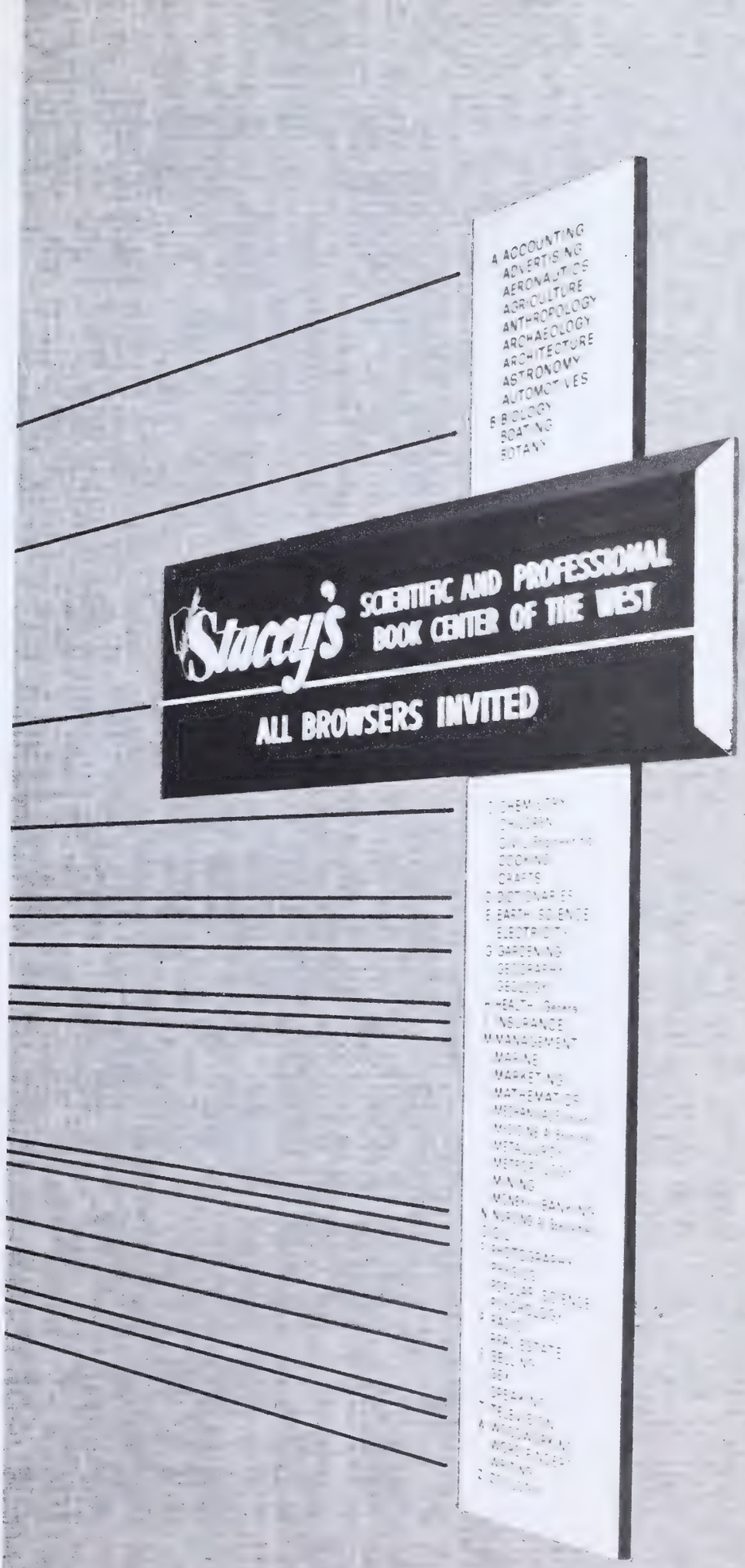
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EMPLOYMENT COMMITTEE REPORT

(by Katherine Karpenstein and Doris Lanctot)

APPLICANTS: Number of new applicants (May through April): 103
Number of applicants registered as of April 30: 150

POSITIONS: Number of new positions listed (May through April): 35
Number of positions available as of April 30: 5

PLACEMENTS: Number of placements (May through April): 14,& 2 temp.
Salary of applicants placed:
$3,000 - $4,000: 0
4,000 - 5,000: 6
5,000 - 6,000: 4
6,000 - 7,000: 2
7,000 - 10,000: 2
10,000 and over: 0
Temp & part-time: 1 at about $4,600, 1 at about $6,000

OTHER STATISTICS:
Number of interviews: 57
Number of referrals: 174
Number of non-professional placements: 2
Number of non-professional job listings: 5

* *

MEMBERSHIP COMMITTEE REPORT

(by Marie Koutecky)

Membership records as of May 20,1960:

I	Sustaining	--	5
II	Life	--	1
III	Active	--	159
IV			
V	Associate	--	41
VI	Student	--	4
VIII	Retired	--	1
	Total	--	211

Additional memberships June 1959 - May 1960:

	New	Transfer	Reinstate	
III	5	11	9	
V	2	2	2	
VI	3			
Total	10	13	11	34

Drops in membership:

	Transfer	Resigned	Dues not paid (5/20/60)	
III	6	2	10	
V		2	1	
VI			4	
VIII			1	
Total	6	4	16	26

During the fiscal year, 29 applications were mailed to prospective members, in addition to personal contacts with guests at meetings.

PROGRAM COMMITTEE REPORT

(by Jane Wilson)

Chapter meetings were arranged this year with the idea of keeping the programs as varied as possible in order to appeal to the many interests of our far-flung membership. Our meetings included three trips to new library installations, an illustrated talk on librzries in the USSR, and a trip to the Book Club of California. We held what might be considered two methods meetings this year: the panel discussion on the "Resources and Services which the California State Library Can Provide to Special Libraries" and Mr. Douglas Engelbart's demonstration of the Why and Wherefores of Digital Computers.

I am particularly indebted to the follwoing people for their assistance in arranging for our meetings: Robert Meyer, Lorraine Pratt, David Locher, Betty Bateman, Jeanne Nichols, and Lois Johnston (Hospitality Chairman).

Reports of all the programs have appeared in the Bulletin. Suggestions for future meetings include: (1) Discussion by representatives of the various foreign consulates on the materials they can provide to libraries; (2) A visit to the World TradeCenter Library with a speaker on Trade publications; (3) A workshop on both domestic and foreign government publications: how to use them and where they may be obtained locally.

* *

PUBLIC RELATIONS COMMITTEE REPORT

(by Phyllis Anderson)

The principal activity of the Public Relations Committee for the year consisted of sending advance notices of Chapter meetings to seven local newspapers in the Bay Area. News releases prepared for East Bay and Peninsula papers attempted to highlight local participants in the program. As in previous years, the Committee sent releases to the Club Editor of the newspaper. Any coverage given to the releases appeared for the most part in that section of the paper. One release prepared for the Palo Alto Times appeared on the front page. Releases appeared most consistently in the Berkeley Gazette, Palo Alto Times, and to a lesser extent, Oakland Tribune.

* *

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RECRUITMENT COMMITTEE REPORT

(by Ada Hansen)

The recruiting files have been maintained during the year so that requests for materials could be supplied. The activities of the Recruitment Committee have been directed toward the promotion of the educational aspect of recruiting as outlined by the Education Committee. Members of the Chapter who are also members of the University of California Library School Alumni Association attended the annual Spring luncheon.

****

SECRETARY'S REPORT

(by Isabella Nestor)

The minutes of eight general meetings, four executive board meetings, and two advisory council meetings were recorded with copies being sent to the Chapter President and to the Chairman of the Archives Committee. The Secretary's file of chapter members has been kept up-to-date by periodic checks with the Membership Chairman and by the lists sent by her. The fully corrected list will be used for counting the ballots and for the new directory of members.

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TRANSLATORS' LIST COMMITTEE REPORT

(by Mrs. M. D. Taylor)

The list was revised and published in the January 1960 Bulletin. Eleven names were listed. There have been no additions since publication.

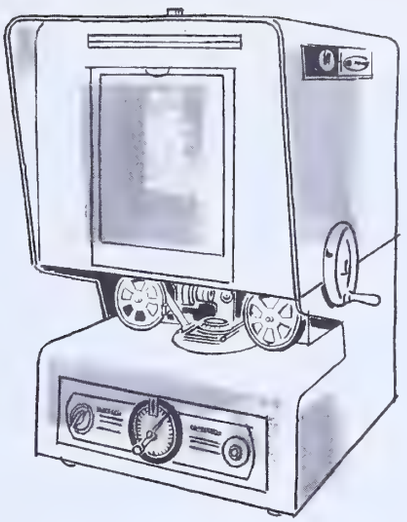
TREASURER'S REPORT

(by David Locher)

Balance on hand, 7/1/59		$ 372.41
Receipts, 7/1/59-6/30/60	684.31	
Budget checks from SLA	415.95	
Bulletin advertising	232.50	
Union list sales	10.00	
Miscellaneous	25.86	
Disbursements, 7/1/59-6/30/60	536.54	
Bulletin expenses	257.26	
Labor & Supplies 242.53		
Postage 32.73		
Scholarship Fund	25.00	
Dinner guests	29.70	
Announcements	48.36	
General postage	54.86	
Miscellaneous	95.60	
Balance on hand, 6/30/60		$ 569.29

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A leading librarian recently remarked that the growing use of microfilm might cause a decline in the number of people doing reference and research work in America's libraries.

He was referring to a transition from the library of today to the library of the future, rather than to a decline in the amount of research work.

This librarian envisaged an increase in the use of microfilm to the point where thousands of volumes would be available on film to take out, just like books, for reading on home microfilm viewers.

Far fetched? Not at all.

Students, researchers, historians and many others could profit immensely from microfilm facilities in their own homes, thus expanding their ability to complete a job without confining their study to library hours.

When questioned about the practicality of microfilm equipment in the home, the librarian replied that many other items could and probably would be on microfilm for daily household use in the future: telephone directories, recipes for the housewife, address lists, dictionaries and encyclopedia, legal, insurance and tax records, and other items whose bulk increases rather than diminishes for most families.

While these uses of microfilm in the home are probably some years away, the dramatic increase in the use of microfilm in the post-war years points the way toward an almost unlimited future.

Libraries are among the pioneers in the use of microfilm to help shrink the bulky stacks of periodicals, pamphlets, newspapers and books to economical size. Added advantages are the safeguard against the possible loss or damage of original documents, the acquisition of rare or original works otherwise unavailable, and the preservation of ephemeral material.

In spite of its many virtues, microfilm has been somewhat limited in the past, since the copying of information from a viewer still confines the researcher to work during library hours. The possibility of error in copying information by hand and the loss of time for film to be sent outside for copying have been other obstacles in the path of increased use of microfilm.

All of these disadvantages have now been overcome with the introduction of a new member of the microfilm family, a unit that serves both as a regular microfilm reader and also makes enlarged copies of the film automatically by push button in less than eight seconds.

Called the "Thermo-Fax" brand Microfilm Reader-Printer, the new unit is comparable in size to most table viewers and requires no special training to operate. Copies are made on special white paper which is ready for immediate use – either in the library or out.

Librarians, students and library patrons throughout the country have been quick to realize these advantages since an exact copy of the original – available in seconds without removing the film from the viewer – eliminates the previous major disadvantages.

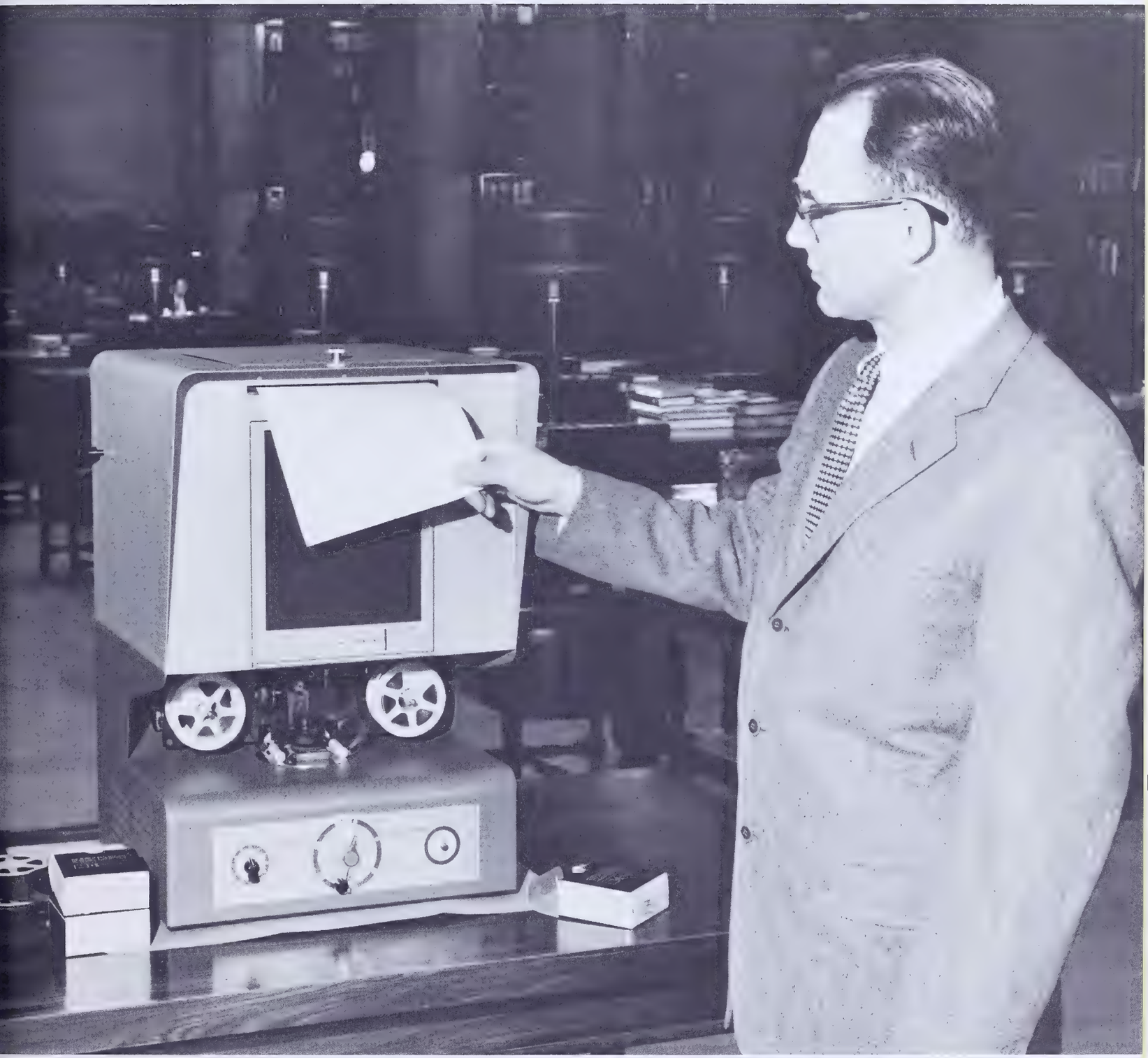
Operation of the machine consists of merely turning a selector to move the microfilm for reading and pushing a button for the copy desired. Any number of prints can be made of a single frame – the operator merely keeps pressing the button. The Reader-Printer, made by the Minnesota Mining and Manufacturing Co., uses standard 110 volt A.C. current, and can be placed on any table or cabinet.

The Reader-Printer has further proved its versatility since it is adaptable to any microfilm format: whether the film is in long lengths on reels, in jackets or filing cards, the "Thermo-Fax" Microfilm Reader-Printer operates with the same speed and efficiency.

Other firms and groups have also recognized the advantages of a reader and automatic printer combined in one unit, and the new machines are presently used by banks, retail stores, accounting firms, schools, manufacturing firms, government offices, hospitals, railroads, wholesalers, insurance, legal and engineering firms, and others.

The far-sighted librarian may well see his predictions come true in fewer years than he imagined.

Microfilmed cook books, telephone directories on microfilm, and copies of microfilm in eight seconds by push button were just theories a few years ago. Today they are practical, useful tools in operation throughout the country, bringing microfilm one step closer to the everyday activities of millions.



Russell F. Barnes, librarian of the James J. Hill Reference Library of St. Paul, one of the nation's leading reference libraries, operates a "Thermo-Fax" Microfilm Reader-Printer, which makes enlarged copies in only 8 seconds.

The Hill Library is supplied with microfilm by University Microfilms, who now provide negative as well as positive films of periodicals at no extra charge. The Reader-Printer is sold only by Minnesota Mining and Manufacturing Company representatives.

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San Francisco Bay Region Chapter Bulletin • Special Libraries Assn.



Vol. 31, No. 1 October, 1960

BULLETIN EDITOR: Miss Emily Lumbard

AMERICAN DOCUMENTATION INSTITUTE MEETING TO BE HELD IN BERKELEY

The American Documentation Institute in cooperation with University Extension, University of California, Berkeley, will hold a meeting at the Hotel Claremont, Berkeley, October 23-27, 1960. Subjects to be covered include copying techniques, governmental documentation research activities, non-governmental documentation research activities, automatic storage and retrieval systems and specific applications of mechanization techniques. (The registration fee is $10.00). For further information address Department of Conferences, University Extension, 2441 Bancroft Way, Berkeley 5, California.

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MISS SEWELL'S VISIT

By Marie Abbruzzese

The members of the Chapter were privileged to meet Miss Winifred Sewell informally at a cocktail party given in her honor at the San Francisco Bar Association Lounge, Mills Tower Building, on Thursday, October 13. At that time she took the opportunity to outline for us "Goals for 1970" in special librarianship. Among the aspects considered were the scope and manpower. The first, already international, will become increasingly so. As to manpower, Miss Sewell estimated that there will be 30,000 information specialists in the U. S. by 1970.

The part of the individual, and of S.L.A. in achieving these goals, includes greater effort in public relations, in recruiting, and in seeking improvement in education for special librarianship.

****

REPORT OF THE SEPTEMBER MEETING

By Marie Abbruzzese

The first meeting of the Convention year was held on Wednesday, September 21, 1960, at the Marines Memorial Building. A social hour preceded the dinner at the Club, and a short business meeting followed. Paul Kruse reported briefly on convention planning progress, and Marie Koutecky on the plans for Winifred Sewell's visit to the Bay Area.

After the meeting, representatives from Alpha-Photo, Thermofax and Copease demonstrated their latest duplicating equipment for our benefit.

****

BIBLIOGRAPHY ON UNITERMING AVAILABLE

Gloria Smith has prepared an eight-page list of references, "An Annotated Bibliography of the Uniterm System of Coordinate Indexing". Copies may be obtained by calling KL 2-1300, or by mailing a postcard request to the Bay Area Air Pollution Control District at 1480 Mission Street, San Francisco 3.

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NOMINATIONS FOR THE SLA PROFESSIONAL AWARD 1961 AND THE SLA HALL OF FAME

Nominations for the 1961 SLA Profession Award or for the SLA Hall of Fame must reach the Committee Chairman by January 31, 1961. They should be addressed to:

Mrs. Margaret H. Fuller
American Iron and Steel Institute
150 East 42nd Street
New York 17, New York

Nominations for higher honor may be presented by a chapter, a division, or an individual. A biographical sketch and summary of the nominee's contributions to the field of special librarianship should accompany the nomination.

The purpose of the SLA Professional Award is to recognize notable professional achievement in special librarianship.

The following criteria for eligibility to the SLA Hall of Fame have been adopted by the Executive Board.

1. A nominee for the SLA Hall of Fame must be or have been a member of the Special Libraries Association.
2. Recognition is granted for an extended and sustained period of service to the Special Libraries Association.
3. Recognition is granted for specific contribution to the development of Special Libraries Association.
4. Recognition is granted near the close or following completion of an active professional career.

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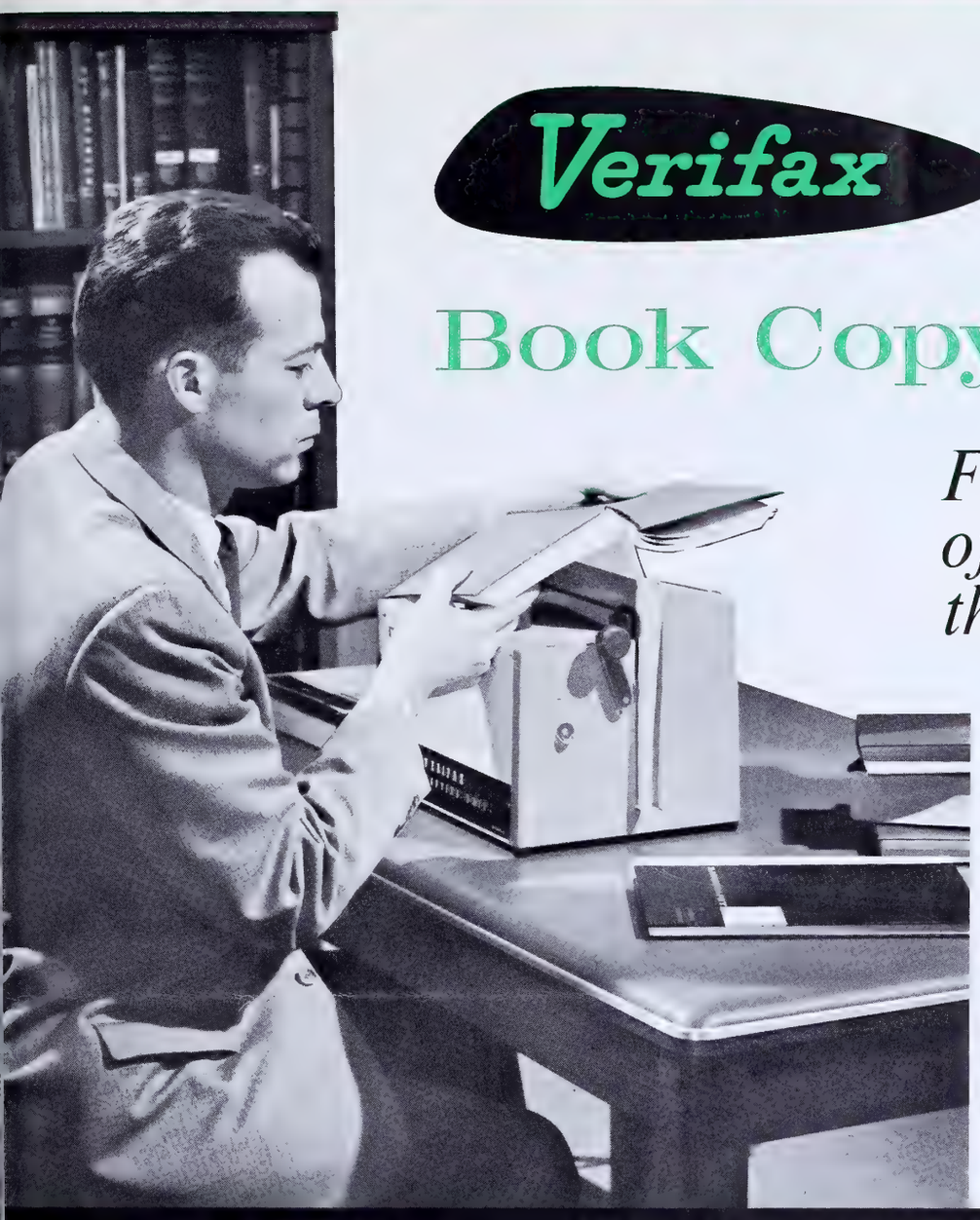
* Librarian references furnished on request. Write for catalogue or phone EXbrook 2-6264.

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An important feature of this unit is the vertical, wedge-shaped exposure section, into which the page to be copied can be inserted, facing a sheet of Verifax Matrix Paper. The opened volume rests on top of the unit. A special, thin-section platen makes it possible to copy text that almost disappears into the binding, without damaging the binding itself.

After exposure, a Verifax Copier is used for activating the matrix and for making the final copies. Five or more letter-size copies can be made from one matrix sheet at a cost of 2½¢ each (only 1½¢ each if the smallest matrix is used). If desired, the activation can be delayed for several days, so long as the exposed matrix is kept in a lighttight envelope or other container.

Weighing only 13 pounds, the Verifax Book Copying Unit can be easily carried to a library or other copying location. Anyone can use it, without special training, simply by following the concise instructions printed on the nameplate. To assure exact exposures at any location, a voltage compensating device is provided, which indicates the correct normal exposure, regardless of possible line voltage differences from place to place.

The Verifax Book Copying Unit operates on 105 to 125 volts a.c., 50 or 60 cycles. The light source consists of an assembly of 20 7-watt lamps having a 1500-hour estimated life. A 3-wire power cord and a ground adapter are supplied.

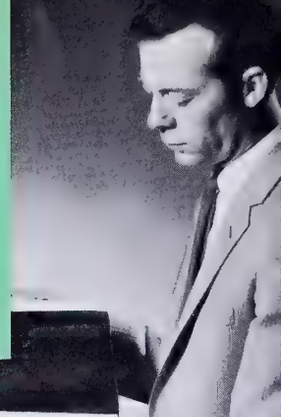
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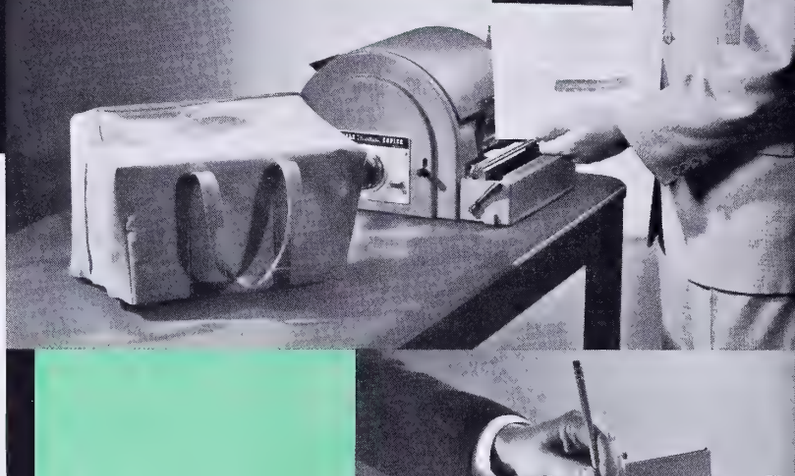
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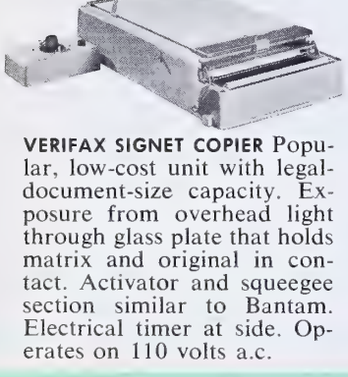
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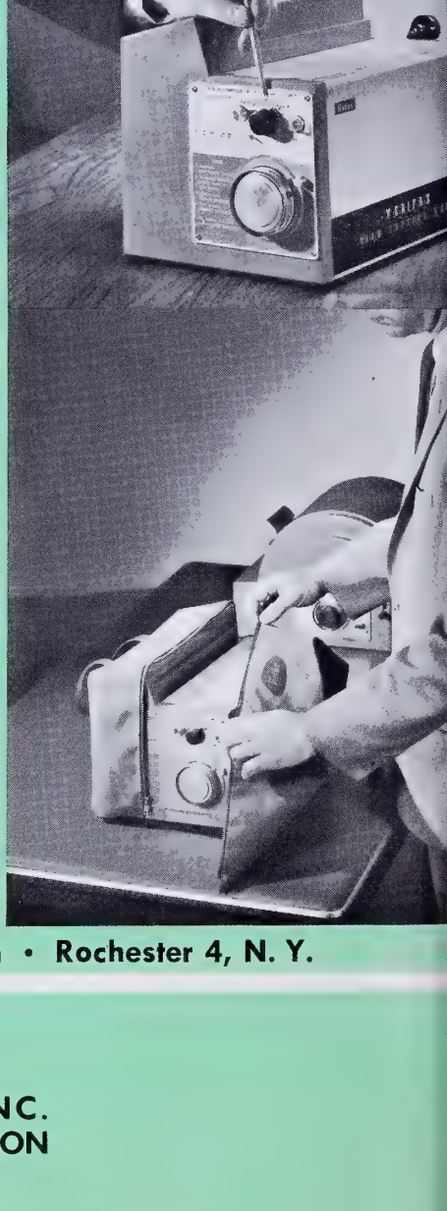


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Voltage compensator shows correct exposure setting for any line voltage at copying site.

Available as an accessory, the Verifax Book Copying Unit Carrier facilitates carrying the unit to and from a distant copying location. It is priced at $7.50.

Prices quoted are manufacturer's suggested prices and subject to change without notice.



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NEW GUIDE WILL AID MANAGEMENT AND LIBRARY ADMINISTRATORS

Special Libraries Association has just published another specialized reference tool entitled "A Checklist for the Organization, Operation, and Evaluation of a Company Library." Compiled by Eva Lou Fisher, formerly Chief Librarian, Missiles and Space Division, Lockheed Aircraft Corporation, the Checklist provides answers to many problems confronting management, research, technical and administrative personnel as well as library administrators who must start a new library or evaluate one already in operation. Subjects covered include salaries, acquisitions, archives, budget, photoduplication, handling of classified materials and reports of operation. Bound in sturdy paper covers, the 64-page booklet sells for $2.00 and is available from Special Libraries Association, 31 East 10th Street, New York 3, N.Y.

****

CONFERENCE ON AGING REPORT

The report of the Chapter Committee to assist the Mayor's Committee for the White House Conference on Aging, San Francisco Conference on "Aging with a Future", June 23, 1960, has been issued and is now available on loan from:

Miss Marie Abbruzzese
Mary's Help College of Nursing Library
145 Guerrero Street
San Francisco 3, California

Included in the report are statements on the Chapter's assistance to work groups and exhibit committees, its exhibit, and the usefulness of library service in this field.

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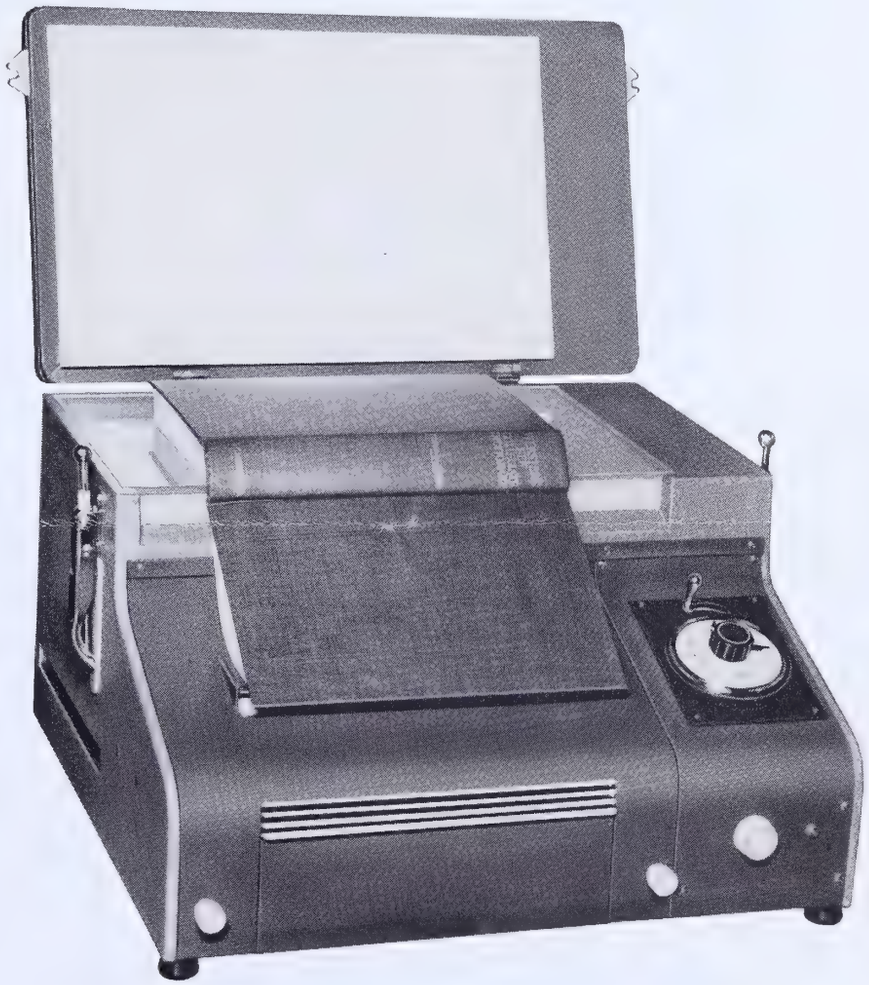
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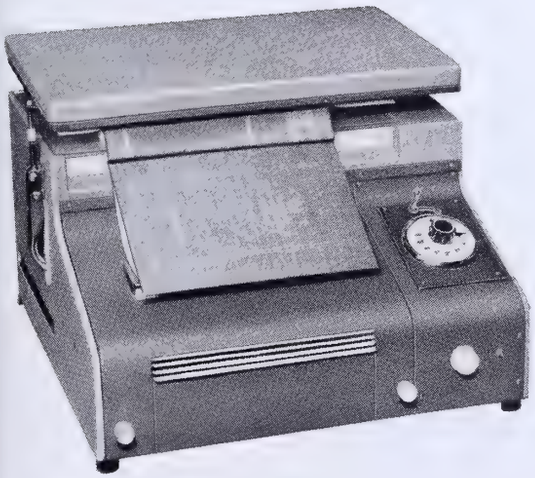
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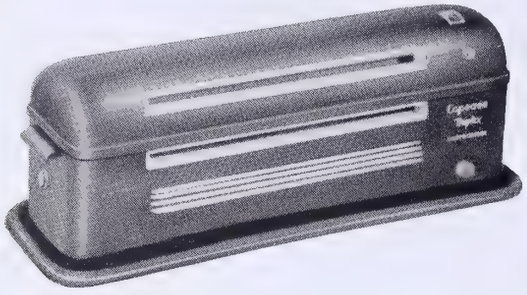
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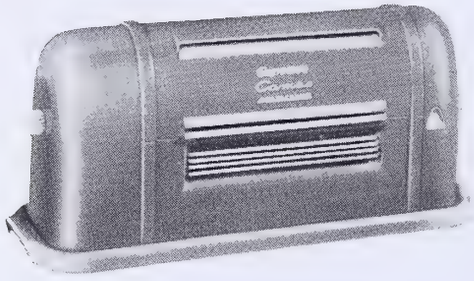
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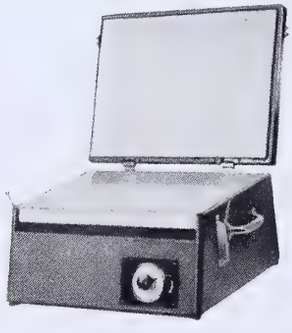
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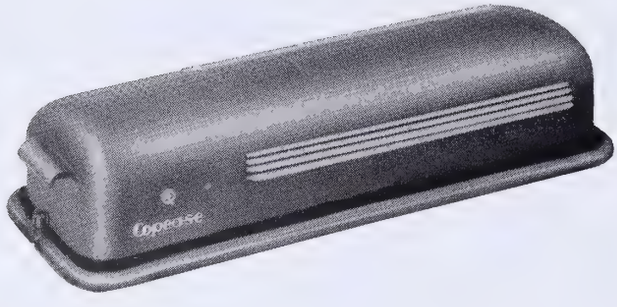
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GLORIA SMITH AND SHIRLEY WILLINGHAM SPEAK IN HAWAII

The International Conference on General Semantics, which met in Honolulu, July 29-August 4, 1960, featured two vacationing Bay Area librarians on its program. Gloria Smith and Shirley Willingham give separate presentations in a session especially scheduled for announcing the establishment of the new General Semantics Information Center. Miss Smith, Technical Librarian of the Bay Area Air Pollution Control District, gave a demonstration of rapid retrieval of microfiled information in her paper "Background and Explanation of the Uniterm System of Indexing". Mrs. Willingham, the District's Assistant Librarian, delivered a paper on application of the uniterm system to the Literature of General Semantics.

The General Semantics Information Center, patterned after the air pollution control library system, will eventually be housed in the library of San Francisco State College. Donations to the International Society of General Semantics of about $700 from attendees at the Honolulu Conference made possible the initiation of this pilot operation.

SLA members are urged to notify Shirley Willingham at 278 States St., San Francisco (UN 3-7170) of any recent articles or books which have to do with semantics.

****

ROBERT MEYER GIVES COURSE ON BIBLIOGRAPHIC ORGANIZATION AND RETRIEVAL OF INFORMATION

Robert S. Meyer, Librarian of the Radiation Laboratory at the University of California, is teaching an advanced course entitled "Bibliographic Organization and Retrieval of Information" in the School of Librarianship on the Berkeley Campus during the fall semester. The course, which began on September 19, meets one evening a week and will include basic information theory, traditional indexing procedures, mechanical and electronic aids, classification, alphabetic arrangement, and unarranged headings as devised for information organization and retrieval.

Mr. Meyer, who has held his present position since January of 1959, has a Bachelor of Science Degree in mathematics from the University of Chicago and a Master of Arts Degree from the Graduate Library School there. He has had extensive experience in special and technical libraries including two years with Documentation Incorporated in Washington, D.C.

****

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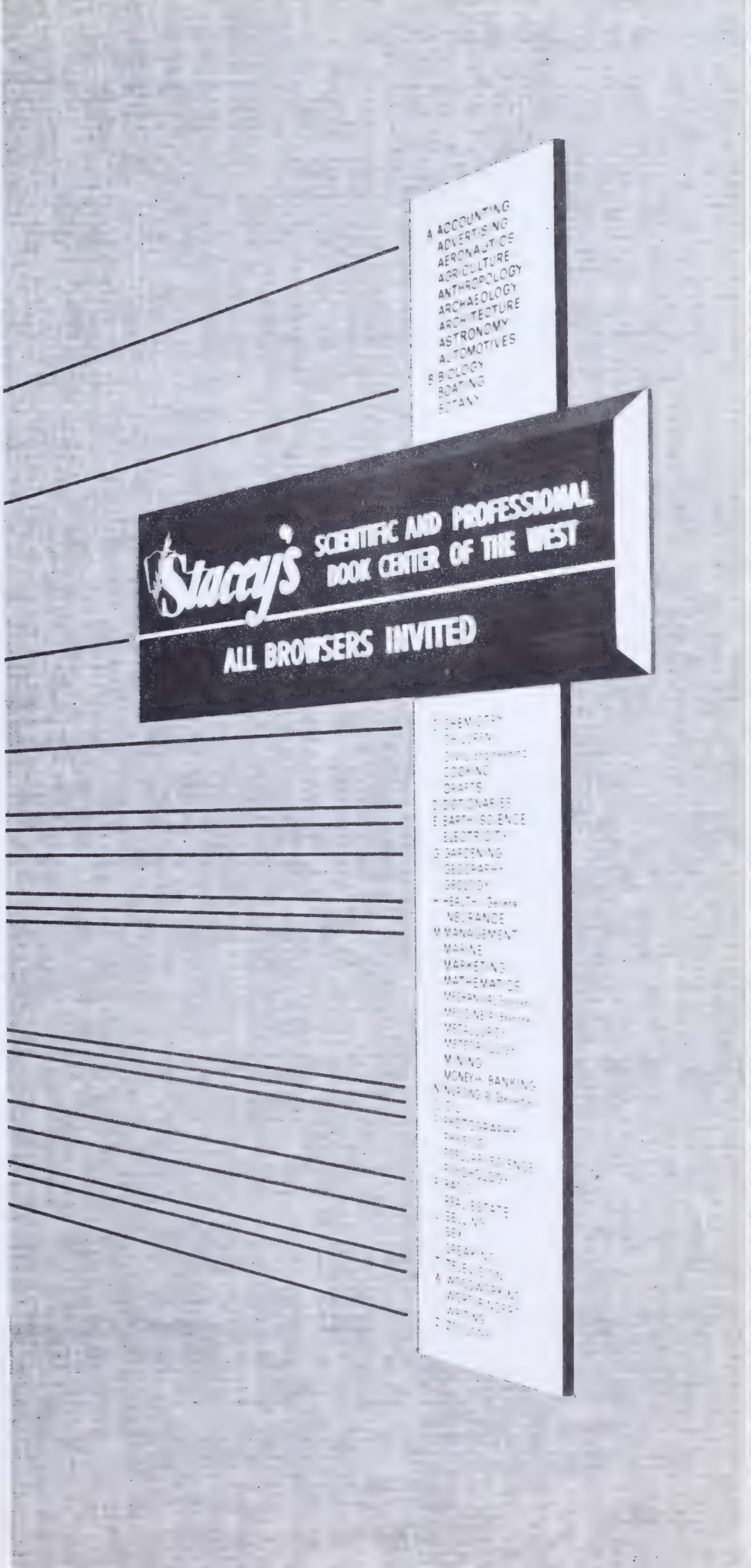
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1961 SLA CONVENTION NOTES

By Dr. Paul Kruse, Chairman

Plans for the 52nd annual convention of the Special Libraries Association, to be held at the Sheraton Palace Hotel, May 28 - June 1, 1961, are shaping up very well. Several local committees are hard at work on the long range plans, and soon others will get into high gear! The general schedule of meetings, as now approved, is:

Sunday, May 28 -		Convention-wide Opening Reception (Registration Desk and Exhibits to open during the early afternoon)
Monday, May 29 -	A.M. -	Opening Session
	P.M. -	Division Programs
	Eve. -	Advisory Council
Tuesday, May 30-	A.M. -	Annual Business Meeting
	P.M. -	General Session
	Eve. -	Division Open Houses
Wednesday, May 31-	A.M. -	Division Programs
	P.M. -	Division Programs with specially arranged tours to libraries and other subject-interest installations
	Eve. -	Banquet, preceded by Dutch treat reception
Thursday, June 1-	A.M. -	Division Programs
	P.M. -	Division Programs

On Friday, June 2, those who plan to do so leave for the Mid-Pacific Conference of the Special Libraries Association, meeting in Honolulu through June 8th. An interesting program is now being planned under the direction of Mrs. Jessie Wheelwright and Mrs. Marion McDermott and their committee in Hawaii.

The following members of the local chapter are Committee Chairmen. Within the near future, you will probably be approached by some of these people to give needed assistance:

Exhibits - Rocco Crachi
Local Arrangements - Jack B. Goldman
Opening Reception - Isabella M. Frost, with Jeanne Nichols, Co-chairman
Meals - Phyllis Jane Anderson
Banquet - Marie Koutecky
Registration - Doris Lanctot
Tours & Transportation - Margaret M. Rocq, with Anne Burnett, Co-chairman
Local Information - Amy W. Rose
General Sessions - Elizabeth B. Roth
Hospitality - Alleen Thompson
Printing - Marian Wickline

Marie Grace Abbruzzese is serving as Convention Secretary, and Roy Nielsen is Convention Treasurer.

CONVENTION VISITORS' GUIDE TO SPECIAL LIBRARIES

Do you want your library listed in the directory of libraries open to informal visiting during the 1961 SLA convention?

The following questionnaire is to gather information for the compilation of such a visitors' guide to San Francisco Bay Region libraries.

If you wish to be listed, please fill out and mail to:

Miss Anne Burnett
Pacific Gas & Electric Company Library
245 Market St., San Francisco 6.

Questionnaire must be returned by three weeks from receipt of this Bulletin. Participation is voluntary. THERE WILL BE NO FOLLOW-UP.

In the foreword to the directory, visitors will be asked to telephone for appointments and to receive directions for reaching the libraries which they wish to visit.

Anne Burnett and Margaret Rocq, Co-Chairmen,
Transportation and Tours Committee

NAME OF LIBRARY:

ADDRESS: TELEPHONE:

STAFF: NAME OF HEAD: TITLE:

OTHERS (Names with or without titles - or number on staff)

TYPE OF LIBRARY; SUBJECTS; SPECIAL COLLECTIONS; ETC:

NUMBER OF BOOKS, BOUND JOURNALS, PERIODICAL TITLES, ETC:

DATE ESTABLISHED:

OTHER INFORMATION YOU MAY WISH TO CONTRIBUTE (Library publications; size of library quarters, etc.):

FALL 1960 DUPLICATE EXCHANGE

Thirty-five copies of each list will be needed for the Fall list. For convenient packaging, they should be on 8 1/2" x 11" sheets. Please use as compact a form as possible, typed single space, in order to reduce the weight of the package. If any library finds it impossible to supply multiple copies of its list, the Chairman (SUtter 1-7700, Ext. 2213) will be glad to help solve the problem.

Deadline for contributions is November 7. Want lists need not be accompanied by duplicate lists. Mention should be made of how long material will be kept before being discarded.

Sets of lists will be sent to all contributors and to any other libraries or librarians who request sets by filling out and mailing the attached blank by November 7.

Caroline Liebrenz, Chairman
Duplicate Exchange Committee

Mrs. C. M. Liebrenz
Standard Oil Company of California
Room 2265
225 Bush St.
San Francisco 20, Calif.

Please send a set of the Fall 1960 duplicate exchange lists to:

_____

_____

_____

_____



Mrs. Edith C. Nielson, Ln.
Morrison, Foerster, Holloway
Shuman & Clark
111) Crocker Bldg.
San Francisco 4, Calif.

S. L. A. ARCHIVES

San Francisco
Bay Region
Chapter Bulletin
• Special Libraries Assn.



Vol. 31, No. 2 January, 1961

BULLETIN EDITOR: Emily Lumbard

REPORT OF RECENT MEETINGS

By Marie Abbruzzese

The November meeting was held at the Bow and Bell Restaurant in Oakland. Lloyd Lyman, Assistant to the Director of the University of California Press, reviewed the place of the university press in publishing: it is the fastest growing area in publishing. It is also the one part that has as its primary purpose the spreading of knowledge. In keeping with this avowed aim, the UC Press issues monographs on subjects chosen from the disciplines - 30 of them - covered on the campus. Howard Bezanson, Production Manager of the Press, predicted that the next few years will see increased use of offset processes, commercial development and use of "Permalife" paper in printing, "perfect" binding rather than sewn - all intended to improve the book. Mr. Bezanson also exhibited large prints illustrating the stages in the color process. Even with the changes and increasing costs, it is expected that the number of publications issued by the Press will grow 67% in the next five years.

The January meeting took the form of a one-day symposium on machine methods of library technical processes sponsored by The Bay Region Chapter of SLA, the University of California School of Librarianship, University Extension, California Library Association, California State Library, and the Public Library Executives of Central California. It was held on the Berkeley campus on Saturday, January 14. More than 250 librarians attended the program covering both theory and use of machines in technical processes. Most of the participants in the sessions are familar to SLA members:

Robert Meyer - Machines: Who needs them?
Marjorie Griffin - Some machine installations in libraries.
Raymond K. Wakerling - Libraries in the space age.
Joe Biggins and Jeannette Hitchcock - Procedures and costs of technical processes in two libraries.
Russell Shank - Some other methods of reproducing and consulting materials.

Leroy C. Merritt, Acting Dean, School of Librarianship and George Piternick, University of California Library, presided at the meetings.

****

FUTURE MEETINGS

Because of the large amount of SLA members' time required to prepare for the Convention in May, there will not be a February meeting this year. On Thursday, March 16, however, Mr. Richard Dillon, Librarian of the Sutro Library is to be our host for the next regular chapter meeting. The Sutro Library, a branch of the California State Library, has recently been moved from the basement of the San Francisco Public Library to a beautiful, new building on the University of San Francisco Campus. This will be a fine opportunity to learn about the many valuable collections housed in this special library. Mr. Dillon will speak to us immediately after dinner and a tour of the library will follow.

Complete details will be forthcoming on a postal card announcement to be mailed in March.

****

EUGENIA IRONSIDE IS NEW PROGRAM CHAIRMAN

Miss Eugenia Ironside has replaced Mrs. Barbara Houghton as Program Chairman for the rest of this year. Mrs. Houghton accompanied her husband to Missoula, Montana, where he has accepted a position in the University of Montana Law Library.

****

SLA MEMBERSHIP DIRECTORY PUBLISHED

Special Libraries Association has just published the SLA Directory of members of the Association as of October 21, 1960. Of these, 5,321 are individuals and 108 are organizations supporting the Association as sustaining members. A number and letter code to the right of each entry indicates the Chapter, Division and Section affiliations and class of membership of the member. The code itself is given in full and explained in the Foreword.

The Directory is 204 pages in length and is bound in heavy white and red paper covers. Its price is $2.00 to members and $5.00 to non-members of the Associations. Orders may be placed with Special Libraries Association, 31 East Tenth Street, New York 3, New York.

****

ROGER MARTIN IS NEW SUPERVISORY LIBRARIAN AT SHELL DEVELOPMENT

Shell Development Company has announced the appointment of Rober M. Martin of Richmond as supervisory librarian in the research library of Shell's Emeryville Research Center.

Mr. Martin attended the University of Texas where he received his B.S. degree in chemistry in 1947 and his M.S. degree in library science in 1958. For the past six years he has been with the John Crerar Library in Chicago as assistant manager of the research information service and chief of the technology department.

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1961 SLA NATIONAL CONVENTION, San Francisco

Initial planning for the convention is progressing well and the preliminary program will be mailed from Headquarters very soon. A special bulletin containing more explicit details is now being prepared by the Convention Chairman, Paul Kruse, and will be mailed to the membership early in March. We are now asking for volunteers to serve on the following committees and ask that you contact the Chairmen directly of any committee in which you are interested.

CONVENTION CHAIRMAN:
Mr. Paul Kruse, Librarian
Golden Gate College
220 Golden Gate Ave., S.F. 2
PR 5-5779. (Residence: TU 5-2688
515 O'Farrell Street)

BANQUET:
Miss Marie E. Koutecky
Library, Standard Oil Co. of Calif.
225 Bush, S.F. 20
SU 1-7700, Ext. 2967

EXHIBITS:
Mr. Rocco Crachi
Lockheed Missiles & Space Div.
Tech. Info. Center
3251 Hanover St.
Palo Alto, Calif.

GENERAL SESSIONS:
Mrs. Elizabeth Boutelle Roth
Librarian, Standard Oil Co. of Calif.
225 Bush St., S.F. 20
SU 1-7700, Ext. 2945

HOSPITALITY:
Miss Alleen Thompson, Librarian
Atomic Power Equipment
General Electric Co.
P. O. Box 254, San Jose
CY 7-3000, Ext. 357

LOCAL ARRANGEMENTS:
Mr. Jack B. Goldman
Lockheed Missiles & Space Div.
Mail: Sutton Square, Apt. F
1820 Ednamary Way, Mountain View

LOCAL INFORMATION:
Mrs. Amy W. Rose, Librarian
Pillsbury, Madison & Sutro
225 Bush St., S. F. 4
GA 1-6133

MEALS:
Miss Phyllis Jane Anderson
First Western Bank & Trust Co.
Mail: 235 Buckingham Way, Apt. 504
San Francisco 27 EX 7-2022, Ext. 391

OPENING RECEPTION
Miss Isabella M. Frost, Librarian
Safeway Stores, Inc.
P.O. Box 660, Oakland 4 HI 4-4711

Co-Chairman:
Mrs. Jeanne Nichols, Librarian
World Trade Center, Ferry Bldg., SF 11
DO 2-0701

PRINTING:
Miss Marian E. Wickline, Librarian
Great Western Div.
Dow Chemical Co., Pittsburg
Mail: 232 Rutherford Dr., Danville
HE 2-7311, Ext. 243

PUBLICITY:
Mr. Theodor B. Yerke, Librarian
Pac. SW. Forest & Range Exp. Sta.
Box 245, Berkeley 1
TH 1-5121, Ext. 413

REGISTRATION:
Miss Doris Lanctot, Librarian
Bechtel Corp.
220 Montgomery St., S.F. 4
DO 4-4032

TOURS & TRANSPORTATION:
Mrs. Margaret M. Rocq
1563 Shrader St., S. F. 17
LO 6-8394

Co-Chairman:
Miss Anne Burnett, Librarian
P. G. & E. Co.
245 Market St., S.F. 6 SU 1-4211

SECRETARY:
Miss Marie Grace Abbruzzese, Librn.
Mary's Help College of Nursing
145 Guerrero St., S.F. 3 UN 3-0733

TREASURER:
Mr. Roy J. M. Nielsen
ASTIA, Oakland Army Terminal
Oakland 14 TW 3-4100, Ext. 2224

SPECIAL COMMITTEE: PERSONNEL PLACEMENT:
Mr. Russell Shank, Assist. Librarian
University of Calif., Berkeley 4
TH 5-6000

DIVISION AND SECTION REPRESENTATIVES

ADVERTISING:
Miss Miriam Droege, Librarian
Bank of America
Mail: P.O. Box 3415, Rincon Annex
S.F. 20 YU 5-2068

BIOLOGICAL SCIENCES and HOSPITAL:
Miss Alba W. Eldredge
U. C. Medical Center Library
S.F. 20 SU 1-1500

BUSINESS & FINANCE:
Mrs. Isabella Nestor, Librarian
Crocker-Anglo Natl. Bank
1 Sansome St., S.F. 20
YU 2-8000, Ext. 2695

DOCUMENTATION:
Miss Lorraine Pratt, Librarian
Stanford Research Institute
Menlo Park, Calif.
DA 6-6200, Ext. 2176

GEOGRAPHY & MAP, and TRANSPORTATION:
Miss Beverly Hickok, Librarian
Inst. of Trans. & Traffic Engineers
1301 S. 46th St., Univer. of Calif.
Richmond 6 BE 5-6000, Ext. 239

HOSPITAL, see BIOLOGICAL SCIENCES

INSURANCE:
Miss Margaret Hatch
129 Eldridge Ave.
Mill Valley DU 8-1830

Hospitality Chairman:
Miss Josephine A. Calloway, Librarian
Metropolitan Life Ins. Co.
600 Stockton St., S.F. 20 EX 7-1000

METALS:
Mr. Kenneth D. Carroll,
Lockheed Missiles & Space Div.
Techn. Info. Center
3251 Hanover St., Palo Alto
DA 4-3311

MILITARY:
Miss Mary Loftin Simpson
360 Sherwood Way, Menlo Park

Hospitality Chairman:
Miss Elizabeth Kennedy
Sandia Corp., Livermore Lab.
Livermore, Calif.

MUSEUM, and PICTURES:
Miss Irene Simpson, Director
History Room, Wells Fargo Bank
Market at Montgomery Sts., S.F. 20
SU 1-1500

NEWSPAPER:
Mr. Robert J. Everson, Librarian
San Francisco Law Library
436 City Hall, S.F. 2
HE 1-2121, Ext. 494

PUBLISHING:
Mrs. Erma J. White,
San Francisco Bus. Branch Library
Mail: 2316 - 16th Ave., S.F.
EX 2-3075

SCIENCE & TECHNOLOGY:
Mr. Glenn R. Maynard, Librarian
U. S. Radiation Lab.
P. O. Box 808
Livermore, Calif.

Sections of Science & Technology:

CHEMISTRY:
Miss Marie Tashima
Shell Development Co.
Emeryville 8 OL 3-2100
Mail: 2474 A Virginia St., Berkeley

ENGINEERING:
Mr. Robert H. Herrick
Lockheed Missiles & Space Div.
Palo Alto
Mail: 2777 Kiplint St., Palo Alto

PAPER & TEXTILES:
Miss Anne M. Avakian
West. Reg. Res. Lab., U.S.D.A.
Albany Branch
800 Buchanan St., Albany 6
LA 5-2244

Sections of Science & Technology (Continued)

PETROLEUM:
Miss Marilyn K. Johnson
Library
Shell Development Co.
Emeryville OL 3-2100

PHARMACEUTICAL:
Mrs. Jeannette G. Yeazell
U. C. Medical Center Library
Mail: 21 Miller Ave., Sausalito, Cal.
MO 4-3600

PUBLIC UTILITIES:
Miss Anne Burnett, Librarian
P. G. & E. Co.
245 Market St., S.F. 6
SU 1-4211

SOCIAL SCIENCES:
Mrs. Anne Rand
Research Dept., ILWU
150 Golden Gate Ave., S.F. 2
PR 5-0533

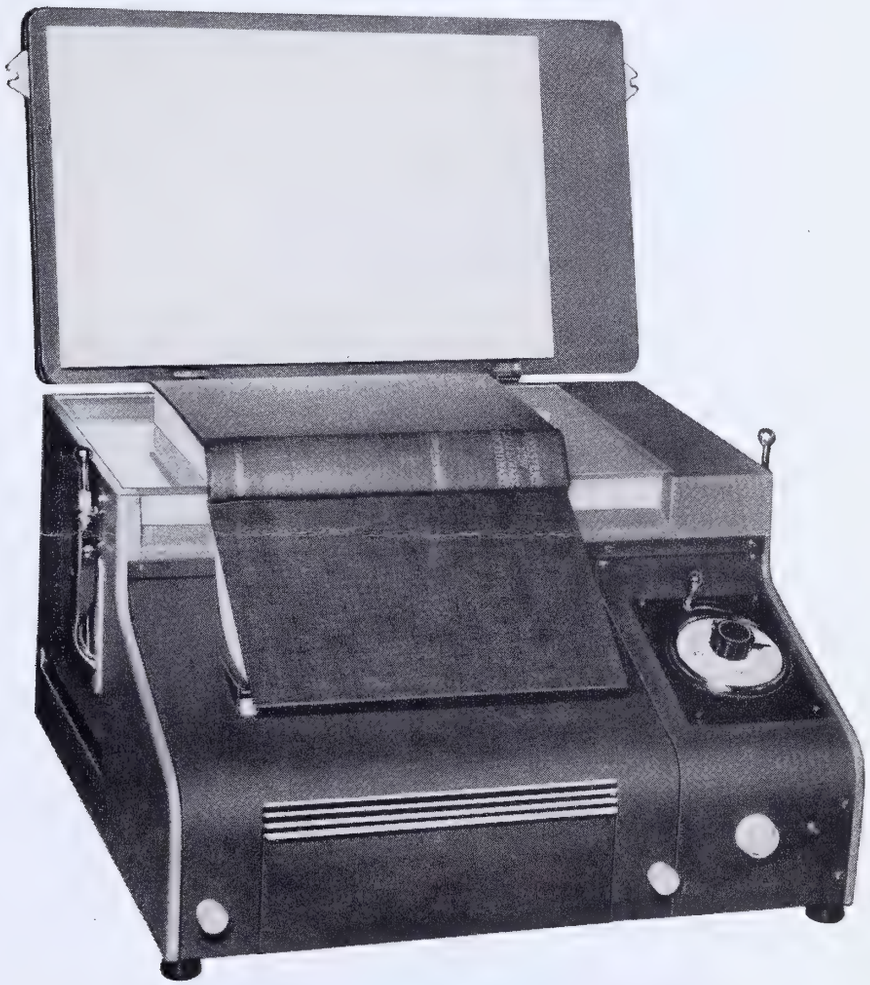
IMPORTANT: For the names and addresses of the national Divisions and Sections, consult:

Special Libraries, Sept. 1960, p. 400-401

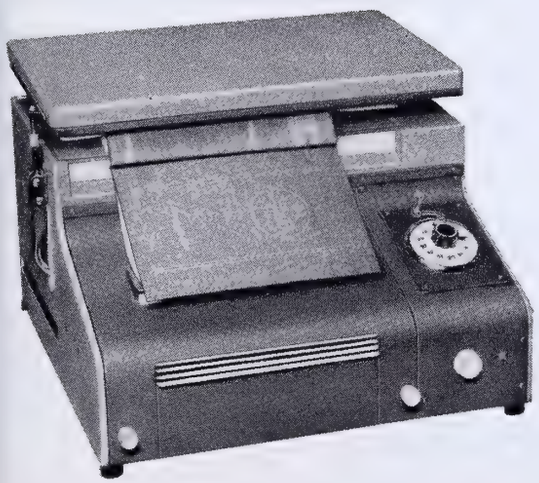
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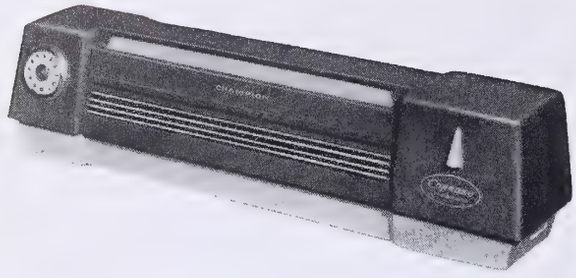
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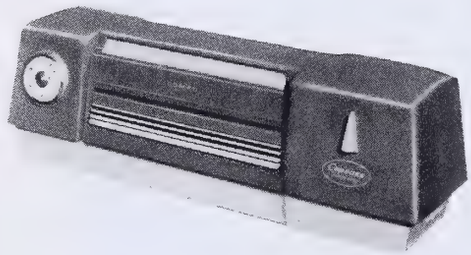
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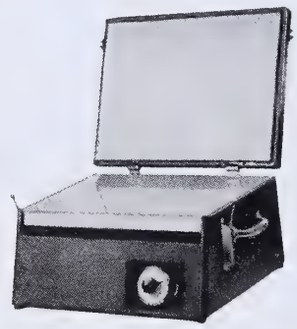
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INTERNATIONAL SCIENCE FOUNDATION RELEASES THIRD EDITION OF SCIENTIFIC RESOURCES OF THE SAN FRANCISCO BAY AREA

The third edition of the International Science Foundation's publication which catalogues and describes the scientific and technological resources of the San Francisco Bay Area was released in December, 1960. This unique publication (the only successful attempt of any metropolitan area to develop a comprehensive blueprint of its research facilities and scientific manpower) not only serves to acquaint executives and visiting scientists with research projects now under way in the Bay Area's laboratories but also supplies an inventory of scientific resources for use in industrial development programs.

The handbook was compiled and edited by the Cooperative Research Institute and is divided into the following chapters: Universities and colleges, with information on current research in their various departments; Scientific institutions such as museums and foundations, giving a summary of their research activities; Engineering and scientific societies; Consulting engineers; Industrial research facilities; Trade associations engaged in research; Federal, state, county and municipal agencies concerned with scientific research.

Copies of the new edition are on sale at $5.00 per copy at the Chambers of Commerce of the following cities: San Francisco, Oakland, San Jose, Berkeley, Sunnyvale, Richmond and Vallejo and at the Marin Development Foundation.

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UNION LIST OF SERIALS IN NEW JERSEY

The second edition of the Union list of Serials in New Jersey will be issued beginning in January, 1961. Like the first edition, it will be published in 24 loose-leaf sections, one a month over the next two years. It will, however, be a completely revised and enlarged work including a greater number of participating libraries and many new titles, especially in the field of Russian literature.

The price of a subscription will be $15.50 per year, payable in advance. Subscriptions may be ordered from Fran Vierling, Business Manager, c/o Knoll Pharmaceutical Company, 377 Crane Street, Orange, New Jersey.

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H. W. WILSON COMPANY CHAPTER AWARD 1961

The H. W. Wilson Company Chapter Award for 1961 will be given to the Chapter with an outstanding project to publicize to the general public during National Library Week the role of special libraries. The project should have been begun after June, 1960 and the presentation to the public should be during National Library Week, April 16-22, 1961.

The entry limited to one per Chapter, should consist of two parts:

1. A summary, not to exceed two typewritten pages, describing the manner in which the project was carried out, the results expected and the results achieved. Because other Chapters may want to duplicate the project next year, please include details about the number of members participating and the cost involved.
2. A visual display not to exceed 12 square feet should include samples of materials used and a presentation of the results.

The originality and ingenuity of a Chapter's project, as well as the size of the public reached, will be considered in the judging.

Notification of a Chapter's intention to enter the competition may be filed with the Executive Secretary any time after this announcement but not later than April 1, 1961. The written part of the entry must be in the judges' hands at least one week before the Convention (May 19, 1961) and the visual display will be due at the Convention hotel (Sheraton-Palace Hotel, San Francisco) by Friday, May 26, 1961. All entries will be displayed during the Convention.

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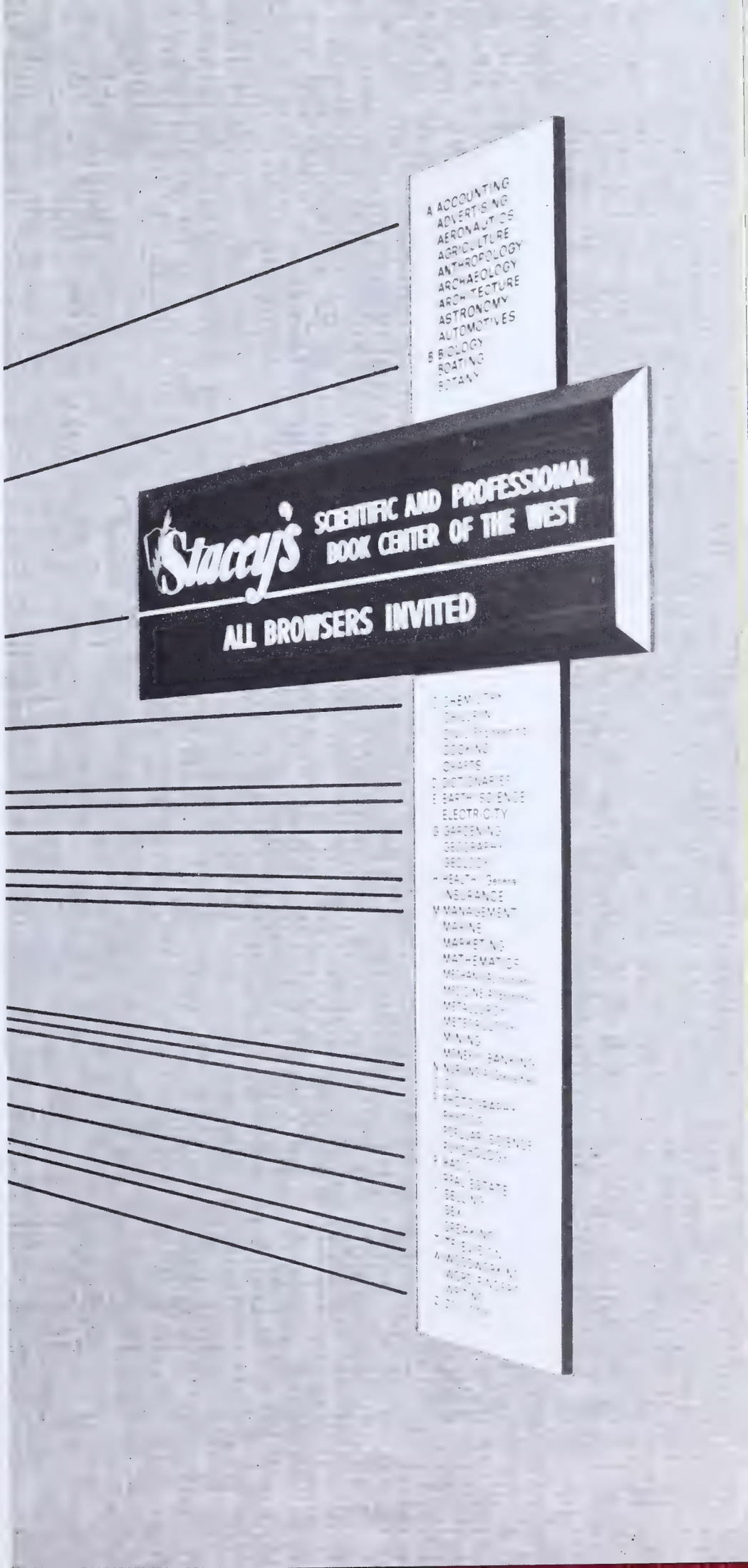
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11040 Overmoor St.
Oakland, Calif.

Mrs. Phyllis K. Hamilton
Chemical Library Service
1850 Funston Ave.
San Francisco 16, Calif.

Miss Mary Belle McDonald
283 Green St.
San Francisco 11, Calif.

Mrs. Alyce L. Mackin
1325 Cabrillo Ave.
Burlingame, Calif.

Mrs. Margaret C. Marshburn
Standard Oil Co. of California
225 Bush St.
San Francisco 4, Calif.

Mrs. Hwei Wen Ng
Cutter Laboratories Library
4th and Parket Sts.
Berkeley 10, Calif.

Miss Maureen A. Pearcy
1519 Willow Rd.
Burlingame, Calif.

Miss Betty J. Swenson
2515 Dwight Way
Berkeley 4, Calif.

Miss Diana M. Thomas
2125 Blake St.
Berkeley 4, Calif.

Miss Priscilla Z. Toribio
Chief Librarian
Dept. of Agriculture & Natural Resources
Quezon City, Philippines

Miss Mary-Jane B. Tunis
2332 Grove St.
Berkeley 4, Calif.

TRANSFERS TO S.F. CHAPTER

Mrs. Moreen Hopkins, Reference Libn.
Stanford Research Institute Library
Menlo Park, Calif.

Mr. Roger M. Martin
410 Marine St.
Richmond, Calif.

Miss Lorraine A. Murphy
118 Precita Ave.
San Francisco 10, Calif.

Mr. Anthony W. Operhall
255 Campesino
Palo Alto, Calif.

Mrs. Rita L. Paddock
U.S.V.A. Hospital
42nd Ave. and Clement St.
San Francisco 21, Calif.

Miss Helen Mary Toner
420 S. 3rd St., Apt. 30
San Jose 12, Calif.

RESIGNATION

Miss Katherine Karpenstein

DIVISION CHANGES

Mrs. Edwarda M. Adams
20BIII

Miss Clare Marie Hegele
20BIII

Miss Marie E. Koutecky
20LadIII

Miss Elsa M. Kuswalt
20RV Lb

Mrs. Caroline Martin Liebrenz
20LbdIII

Miss Mary W. McCain
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Vol. 31, No. 3 April, 1961

BULLETIN EDITOR: Miss Emily Lumbard

WHAT ARE YOU DOING FOR THE CONVENTION?

By Paul Kruse, Convention Chairman

Greetings to all members of the San Francisco Bay Region Chapter! The 52nd annual Convention of SLA, which seemed so far away, is now almost upon us. Once again I wish to express my appreciation for the real spirit of cooperation which has been manifest throughout these past months of preparation. Our greatest task still lies ahead --- greeting our guests and putting this Convention across so that everyone who attends will find the experience richly rewarding.

Have you registered!!! Every member of the San Francisco Bay Region Chapter should send in her or his Advance Registration Form which was mailed to you earlier this year. (If you need another copy, you may request it from Doris Lanctot, Librarian, Bechtel Corporation, 220 Montgomery Street, S.F., Phone--DO 2-4032, Ext. 3117). Fill out the form and mail it with your $7.00 remittance to Roy J.M. Nielsen, Convention Treasurer, whose address is printed on the form. Soon after the first of May, our Registration Committee will compile the Advance Registration List which will be distributed to all persons attending the Convention. It will be embarrassing indeed if our own Chapter members' names are among the missing! Even though you may not be able to attend all of the activities, you should support the entire Convention. Even though you may not be able to work on a committee, or to attend the Convention, this is one way you can really show your support and express loyalty to your profession. We need you. Simply multiply $7.00 by 250 (our approximate Chapter membership) and you will see most graphically why! Advance Registrations are due May 1st, however, if you have not mailed your form they are still being accepted.

A person does not have to belong to SLA to attend the Convention. If your staff members, family or friends wish to attend, they may do so by registering as a "Visitor". (Visitors may register on either a daily basis or for the entire Convention).

Elsewhere in this issue of the Bulletin, you will find other items about the Convention. There, too, you will find further information as to how you may be of assistance.

(Continued)

The Official Program is now in the printer's hands. The Program is even more than appears in the April issue of Special Libraries, and holds promise of being one of the outstanding Conventions in the history of SLA. This is your opportunity to be a participant in a national convention.

DON'T FORGET THE ALL-CHAPTER WORKING PARTY ON THE EVENING OF MAY 25, at the Sheraton Palace Hotel, California Room, 6:30 P.M. There will be registration kits to stuff, badges to type, cards to file, and lists to compile.

We're well on our way.....Let's finish the task!

****

MARCH MEETING

By Marie Abbruzzese

At the March Meeting, after dinner at the El Portal Restaurant, Richard Dillon gave a lively account of the development of the Sutro Library collection. From bulk buying conducted by Adolph Sutro, to the destruction of half of the books and manuscripts during the earthquake and fire, to its establishment as a branch of the State Library, through its long years in storage, and now in new quarters, with more and more of its treasures being revealed to the public....the Sutro Library's place in historical research is firmly established. Mr. Dillon also guided us through the redwood panelled rooms with especially adapted shelving facilities in the Library.

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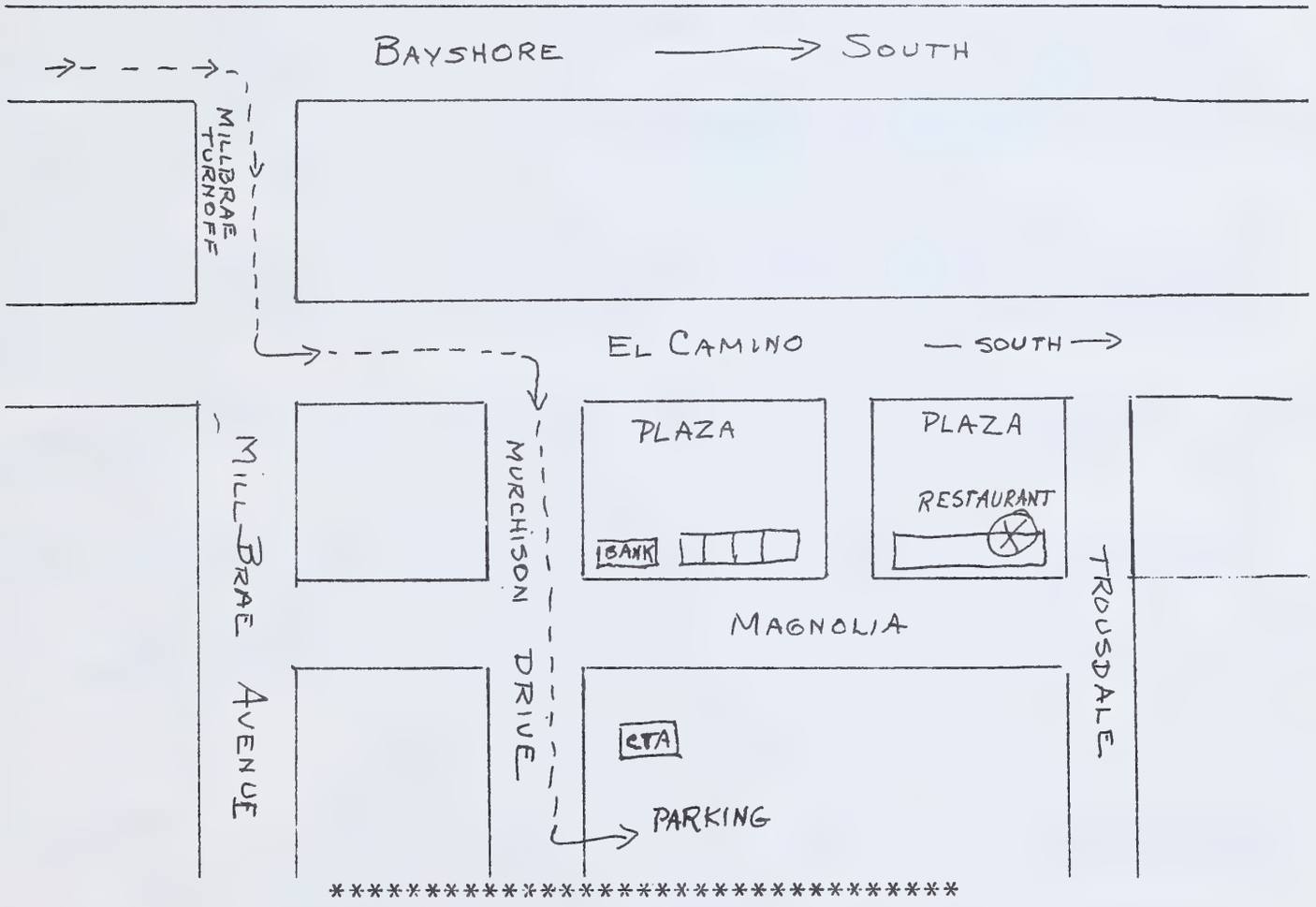
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MAY MEETING

The May meeting of the San Francisco Bay Region Chapter of SLA will be held on May 9th, at the California Teachers' Association, 1705 Murchison Drive, Burlingame. It will be preceded by a social hour from 5:30 to 6:30 P.M. and dinner at the Gutter Restaurant, 1817 El Camino Real, Burlingame. Guests speakers will be Dr. Stephen C. Clark, Research Associate and Mrs. Mary Brand, Director of Records Center. The program will be followed by a visit to the CTA Research Information Center Library and a tour of the building. Postcard announcements of this meeting will be mailed to you, but direction instructions are included here. The map below shows the location of the restaurant and meeting place, in relation to the Bayshore Freeway and El Camino Real.



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TO: CHAPTER MEMBERS FROM: CONVENTION HOSPITALITY COMMITTEE

We've all been asked by Paul Kruse to participate as hosts. The help of all chapter members is needed. Many of you are already working on committees and giving much time and effort, but we hope that each of you will take on the added responsibility to make ours a memorable convention.

Remember, this is our convention. We will probably have to give up many meetings which we would like to attend. Naturally we will regret this but there will be other conventions when we shall be the guests.

You will all be present, we're sure, at the opening reception which is being held in the new World Trade Club. It won't be hard to host this meeting as it is being held in such a glamorous place. The first impression of the convention that many of our guests will have will be at this meeting. Therefore we want it to be a good one. With a beautiful club and a breathtaking view of the Bay it should be easy to be a charming host.

By the time the convention-wide Dutch treat cocktail party comes around, we shall have made many friends. However, be sure that everyone is made welcome. This party is a prelude to a gala evening, so that again, it should be no hardship to play host.

We are sharing the Hospitality Room, No.222-224, with the foreign librarians so even if you don't visit us, do make a gesture of friendship toward our guests from abroad.

Please be prompt at all meetings and urge others to do the same. Our speakers are busy people and we should show them the courtesy of being on time.

Let's all enjoy our guests and our convention, and if we do, our guests will surely enjoy it too.

****

SLA'S PRESIDENT TO ASSUME NEW POSITION

Miss Winifred Sewell, 1960-61 President of Special Libraries Association and former Librarian, Squibb Institute for Medical Research, will join the staff of the Index Division of the National Library of Medicine as Subject Heading Specialist on May 1, 1961. In this capacity Miss Sewell will be responsible for the conversion of the present subject structure used in the Index Medicus and the NLM Catalog to the future system to be employed in the Library's projected Medical Literature Analysis and Retrieval System (MEDLARS).

During the past 15 years Miss Sewell has directed one of the largest pharmaceutical libraries in the United States at the Squibb Institute for Medical Research in New Brunswick, New Jersey.

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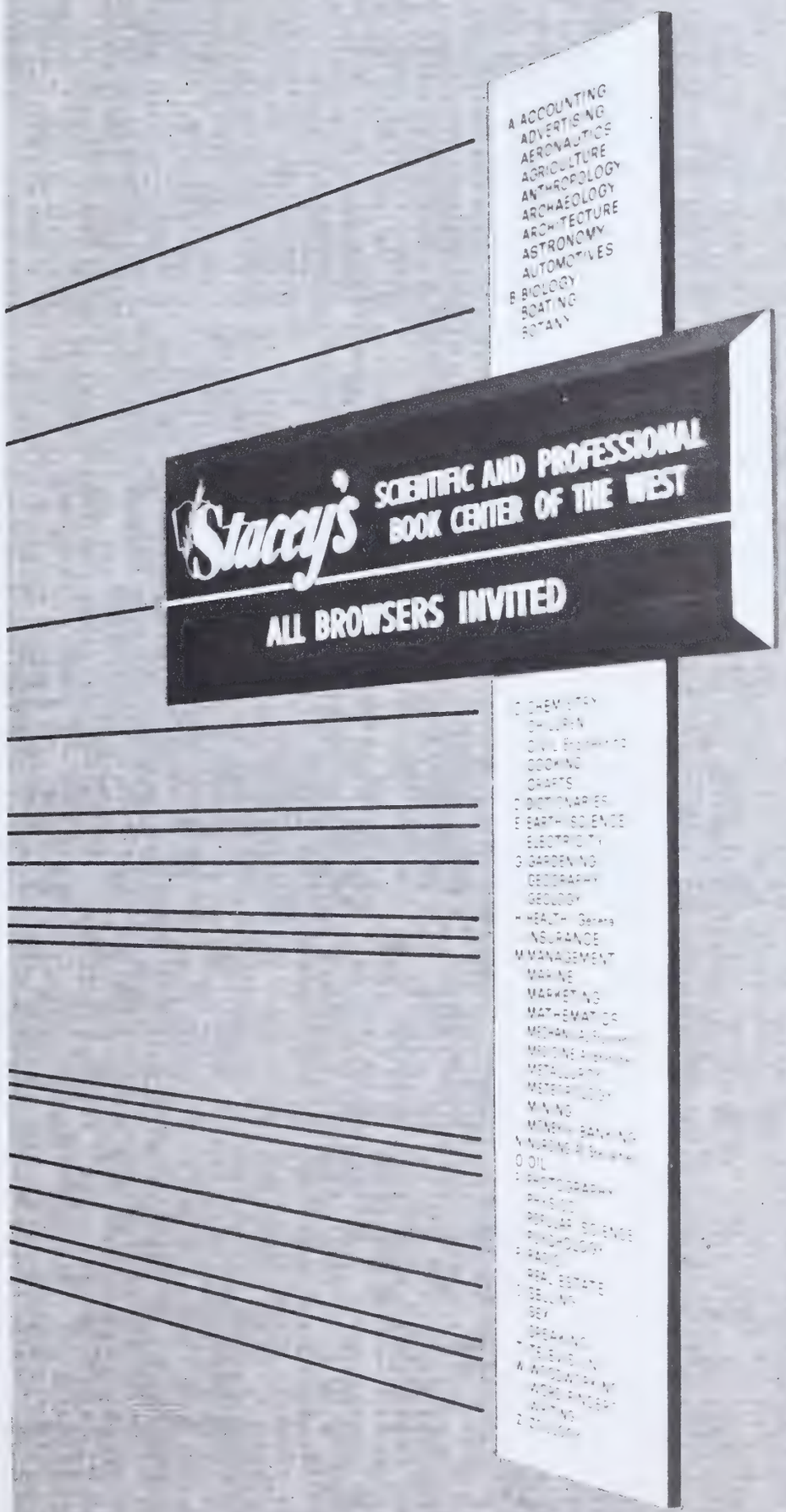
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SLA HONORS THELMA HOFFMAN AND ALBERTA L. BROWN

Two new persons, Thelma Hoffman and Alberta L. Brown, have been named to the SLA Hall of Fame, which was established in 1959 to grant recognition to those who have made outstanding contributions to the growth and development of the Special Libraries Association during their professional careers. In announcing the 1961 selections, SLA President, Winifred Sewell, said "Thelma Hoffman's pioneer work in recruitment for special librarianship has provided for the continuing influx of the type of member of whom we can all be proud, and the influence of her Five-Year Plan will be felt throughout the Association for many years to come; while Alberta L. Brown's unusual contributions epitomize the outstanding, continuing contributions to growth and development of the Special Libraries Association for which the Hall of Fame Award was created." Hall of Fame Medallions will be presented to Miss Hoffman and Miss Brown on May 31, 1961 in San Francisco at the banquet during the Association's Annual Convention.

Thelma Hoffman joined the San Francisco offices of Shell Development Company in 1930 to establish a technical library, and when it was consolidated with the library at the Emeryville Research Center, assumed charge of the combined operations. The library has grown from a one-woman operation to one with a staff of 21. A member of SLA since 1931, Miss Hoffman was President of the San Francisco Chapter, 1933-34; Chairman of the Petroleum Section, 1940-41; and Chairman of the Science-Technology Division, 1950-51. She was a member of the Recruitment Committee when it was organized in 1953, and as Chairman, 1954-55, developed the Five-Year Plan, which established goals for the Association's recruitment efforts. Miss Hoffman is now serving on the San Francisco Convention Executive Committee. A frequent contributor to petroleum journals, she also assisted in the preparation of the Petroleum Section's forthcoming publication, U.S. Sources of Petroleum and Natural Gas Statistics.

A member of SLA since 1939, Alberta L. Brown was head librarian of the Upjohn Company, Kalamazoo, Michigan, from 1941 until her 1959 retirement, during which time she developed one of the outstanding pharmaceutical collections in the U.S. She was on the SLA Executive Board from 1956-59 and was SLA President, 1957-58. Miss Brown was particularly active in the Pharmaceutical Section and Science-Technology Division, served as Chairman and was on many committees of each group.

Since her retirement, she has been chairman of the Association's Admissions and Nominating Committees, acted as consultant to the Raytheon Co. in Newton, Mass., and since October 1960, has served as consultant to the SLA Translations Center's Survey of Translation Activities. Miss Brown has also written frequently for Special Libraries. Aside from her SLA activities, Miss Brown is a participating member of the Medical Library Association, American Library Association, the Chemical Literature Sect. of the American Chemical Soc., and the Altrusa Club.

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CONVENTION OPENING RECEPTION

The Opening Reception is our first convention-wide event and we are privileged to have it in the new and exclusive World Trade Club, Ferry Building, on Sunday afternoon, May 28th. We have the place, the time, and now we need YOU -- each member of our Chapter, to serve as host and extend to our guests from far and wide the gracious hospitality of the West. The hours are from 4:30 to 8:30 P.M. We want this Chapter-sponsored event to be a huge success. May we count on you to serve as an official host either during the early or later hours of the reception? Please let us know (by telephone or note) what hours you prefer. Jeanne Nichols (DO 2-0701) and Isabella Frost (HI 4-4711), Opening Reception Committee.

****

INTERNATIONAL FOCUS - CANADA

The advertising division, Special Libraries Association, has just issued "International Focus - Canada". Published as a supplement to the Division's Bulletin, this publication gives major sources of Canadian information.

Included is a list of Canadian Consulates in the U.S. with emphasis on the services available in the New York Office. A compilation of basic reference materials for use in advertising and marketing indicates where such directories, periodicals, etc. may be obtained. Broken down by Canadian national collections, and individual provinces, is a listing of key picture sources on Canada.

Copies of this supplement may be purchased for $1.00 from Miss Catherine Lynch, American Broadcasting Co., 7 West 66th Street, New York 23, N.Y. Checks should be made payable to Advertising Division, SLA.

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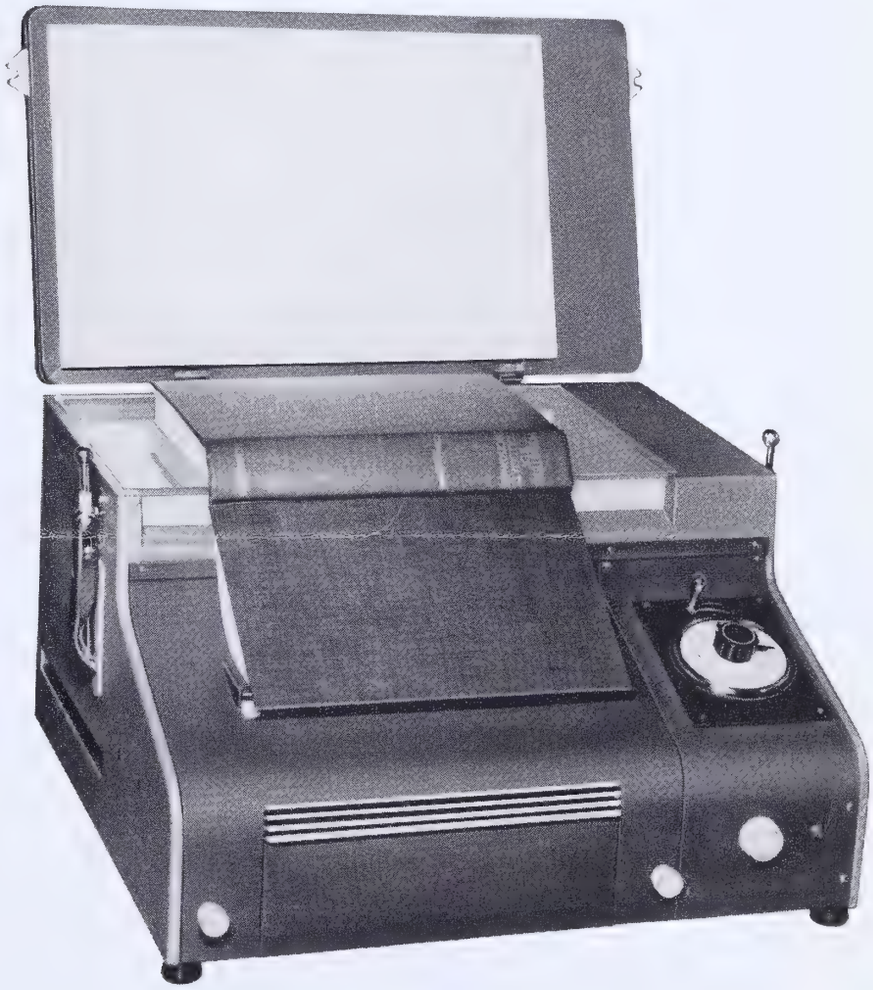
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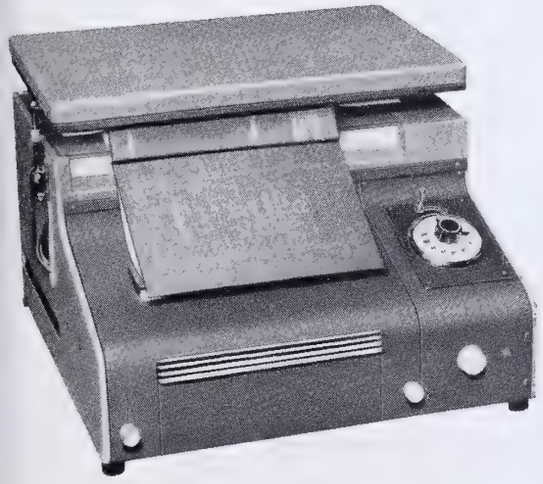
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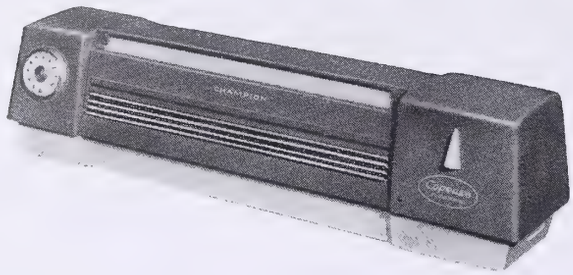
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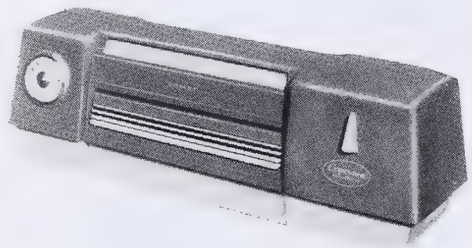
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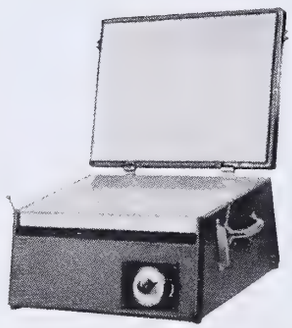
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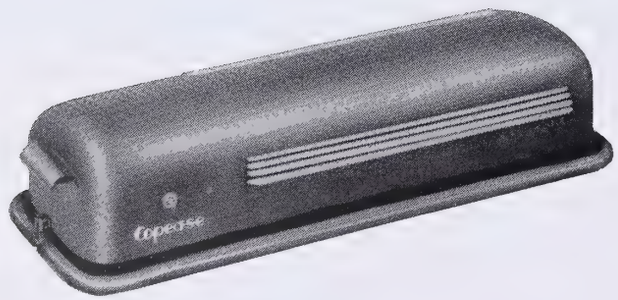
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COUNCIL OF NATIONAL LIBRARY ASSOCIATIONS EVALUATED

Using knowledge effectively is one of the greatest intellectual challenges of today and believing that librarians should assume leadership in this endeavor, a group of 22 eminent men and women representing all fields of librarianship gathered at Columbia University, January 11 and 12, 1961 to consider if the American Library world wants and needs an over-all organization to coordinate the activities of the existing library associations and to provide guidance to the profession as a whole. The meeting, supported by the Council on Library Resources, Inc., was called by the Program Committee of the Council of National Library Associations (CNLA) specifically to discuss the future role and functions of CNLA and the desirability of continuing and strengthening this body and its programs.

The Council of National Library Associations was organized in 1942 to foster cooperation among library associations for the mutual benefit of the entire library profession. During its 19-year history, it has encouraged general and special library education, exchanges with foreign librarians, the establishment of the American Book Center (Predecessor of the U.S. Book Exchange), since 1956 the publication of the American Library Annual, and the formulation of bibliographic and indexing standards.

At the Columbia University meeting, the purposes and functions of CNLA were thoroughly examined from all points of view, and it was agreed that there is a demonstrable need for an active organization to stimulate inter-association action and cooperation in specific fields. Problems common to all library groups were discussed including recruitment, manpower needs, education and training, and new techniques in collecting, recording, perserving and disseminating knowledge.

Following the 2-day conference, the CNLA Program Committee met at SLA headquarters to evaluate the discussions and to determine which problems required immediate attention and study. A report and recommendations will be submitted to the Council at its spring meeting in May.

Among those invited to participate in the Conference were SLA Staff members--Mary L. Allison, Publications and Public Relations Director; and Bill M. Woods, Executive Secretary.

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SLA SPONSORS JOHN COTTON DANA LECTURES

The first John Cotton Dana Lecture in Special Librarianship was given at the Graduate School of Library Service, Rutgers-The State University, New Brunswick, New Jersey, on February 23, 1961. The speaker was Katharine L. Kinder, Chief Librarian, Johns-Manville Research Center, Manville, New Jersey. Miss Kinder has been active in Special Libraries Association for the past 15 years, and served as its President 1956-57. Her topic was "The Various Aspects of Special Librarianship".

During the Association's 50th Anniversary year in 1959, SLA members contributed to a special fund to be used to promote the ideas and purposes of special librarianship. It has been determined that a series of professional lectures will best accomplish this intent and that the lectures can, in addition, honor the Association's Founder and first President John Cotton Dana.

The John Cotton Dana Lectures are being supervised by the SLA Recruitment Committee, of which Marguerite K. Moran, Librarian, Metal & Thermit Corporation, Rahway, New Jersey, is Chairman. Five more lectures are being planned at other accredited library schools during National Library Week.

****

SLA RECRUITMENT PAMPHLET REVISED

The popular recruitment pamphlet published by SLA "Putting Knowledge to Work: The Profession of the Special Librarian", has just been brought up to date and reprinted. Originally published in 1956, it has gone through 3 reprintings and more than 30,000 copies have been distributed to students, guidance counselors, parents, librarians and others interested in vocational guidance and recruitment.

The new edition has been revised by Marguerite K. Moran, the present SLA Recruitment Committee Chairman. Data on salaries and accredited library schools have been up-dated as have other pertinent figures. The 20-page illustrated pamphlet describes the special librarian, his importance and contributions to science, business, industry, agriculture, medicine and many other fields, personal qualifications, educational requirements, scholarships available, employment and salary outlooks and other details helpful to a young man or woman considering a special library career.

Single copies of "Putting Knowledge to Work" can be requested without charge from Special Libraries Association Headquarters, 31 East Tenth St., New York 3, New York. 25-250 copies are available at 11¢ each, and 251 or more copies may be purchased at 6¢ each. The Association also supplies gratis, a 3-page piece designed for display on a bulletin board, entitled "Make Your Career in a Special Library". In addition there are "The Training of a Chemical Librarian" by Dr. Jesse Shera, and other library recruitment materials.

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San Francisco Bay Region Chapter Bulletin

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ol. 31, No. 4 June, 1961

BULLETIN EDITOR: Emily Lumbard

NATIONAL CONVENTION - 1961

O MEMBERS OF THE SAN FRANCISCO BAY REGION CHAPTER, AND PARTICULARLY TO LL WHO WORKED ON THE CONVENTION:

If I were to thank each person who gave assistance during the long months f planning for the 52nd Annual SLA Convention, and the hectic days of the nvention itself, it would require a letter to each and every one in the apter. Therefore, since all members receive this Bulletin, will you please cept this message as another from me which conveys my deep gratitude and anks for a job well done? In the September issue of Special Libraries you ll find a more detailed report of the Convention. Laurels are also dis-ributed to you through this media.

The total number registered for the Convention was 1,178. Cleveland had 299, I believe, and Atlantic City was about the same, so you see, San ancisco did right well by the Convention. Of this total (1,178), the reatest number, 211, were from the San Francisco Chapter. Southern lifornia registered 99, New York, 113, Washington, D.C. (the locale of next ear's Convention), 64, and Oak Ridge, 1. Sci-Tech was the largest in the visions, with 420, followed by Business and Finance with 105. Non-members mbered 141, guests, 33, and exhibitors, 96.

Financially, we did all right, with a profit of approximately $650 plus e income from exhibitors and advertising, which was collected at Head-arters. I have not received the amount of that income. However, our penses are greater than we anticipated. For example, we hired some ser-ces (such as mimeographing and collating) which might be supplied on olunteer basis in those Chapters with a larger membership. We realized no rofit on meal functions, because the ticket price was scaled as low as ssible to cover the hotel charge, plus a few cents for tax and tip. We elt it more important to pass the benefit on to our registrants, as meal nctions are always a big item in everybody's budget for a Convention. We me out well on tours, and of course on registrations.

Since the Convention, I have received a quantity of letters from members throughout the Association congratulating us on the success of the Convention Some of the writers said:

"Now that the last bits of convention business are being tucked away, I want to remind you of it by telling you that it was the best. It ran so smoothly, the programs were excellent, the hotel was tops and of course, your city and your weather were perfect. We enjoyed every bit of it and we shall cherish for a long time the many happy memories of our days in San Francisco." (A past President and a future Convention Ch.)

"I simply had to take a moment to write you a brief note expressing my thanks for making this convention a high point of many years of convention attendance. I do believe that the S.F. Conference will go down in the records of the Association as one of the most fascinating and interesting of them all.....A fair share is a credit to you and to your hard working committee." (An SLA author and academic librarian).

"Will you please express to the convention committee and to all of the members of the San Francisco Chapter my appreciation for a very fine convention. The meetings were interesting and informative, and I returned to my library with all sorts of new ideas". (A public relations Lib.).

"Just a brief note of appreciation to you and to the members of the San Francisco Bay Region Chapter for offering us such a pleasant and worthwhile convention. May each of you now have a well deserved rest after the long hours of work spent in preparing for our arrival and taking care of us once we were on the scene. My deep personal thanks." (A past President).

"The Convention was truly a memorable one, and you and your colleagues deserve a great big 'thank you' for your excellence in organizing and managing the affair so smoothly....I heard good reports from many varied sources on the content, presentation and stimulation of both the general sessions and the Division programs. The purely social events were outstanding too, ...everyone enjoyed the reception at the World Trade Center and the Banquet in the Garden Court as much as I did. I personally appreciate the many kindnesses extended me by you and your committee members. Everyone was most cordial and cooperative, and I feel I came away from San Francisco with many new friends. Thank you again for your many contributions to the Convention's success". (Special Libraries' Editor).

In a later Bulletin I shall give a more detailed report on program content and critique, and a summary of the Conference in Hawaii. In the meantime, I wished to share these fine letters of congratulations with you, who really made them possible, and which makes me almost regret that the Convention is a thing of the past for us in San Francisco.

"Thank you again." Paul Kruse, Convention Chairman.

****

JOURNALS, SECOND-HAND

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MAY MEETING

The last Chapter meeting of the year was held at the California Teachers Association, Burlingame, following dinner at the Gutter, Burlingame Plaza.

A brief business meeting was held, and the 1961-1962 Chapter Officers were announced and introduced:

President:	Miss Marjorie Griffin
Vice President & Pres. Elect:	Mr. Glenn Maynard
Director (1 yr.):	Mrs. Marian Smith
Director (2 yr.):	Miss Marilyn Johnson
Secretary:	Miss Marie Abbruzzese
Treasurer:	Miss Kathrine Johnson

The meeting was then turned over to our hostess, Mrs. Anne Protopopoff who introduced Stephen Clark, Research Associate, and Mary Brand, Records Center Manager of CTA. Together they described the interaction of the records management area and the library in materials and how service was rendered to the organization itself, and to outside groups. The Library collection is not an education library, as such, but rather serves the CTA with its collection of material on school finance, administration, history, etc.

The tour of the building--new, very modern, with many eye-catching features--ended in the library, where fellow SLA members bombarded the staff with questions and comments on the collection, equipment, and services. A special feature of the Library is the classified catalog, including books and pamphlets, which was developed at CTA.

by Marie Abbruzzese

****

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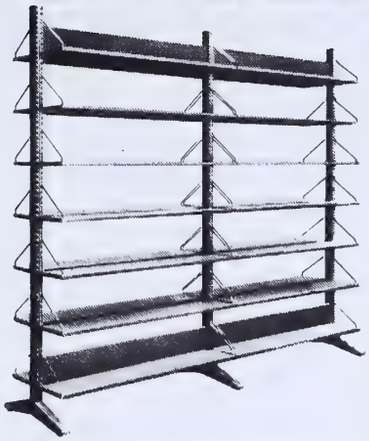
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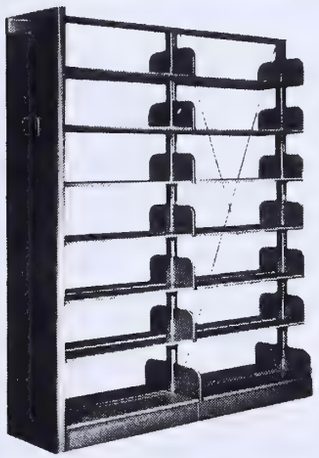
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ADVERTISING COMMITTEE
Annual Report 1960/61

Advertisements secured for the Chapter Bulletin during the current period of 1960/61 are as follows:

Aero-Space-Tech-Tronic Back Files Co.	$ 8.75
Alpha Photo Products	12.50
W. R. Ames	36.00
Artisan Bindery	11.00
Copease Corporation	36.00
Gaylord Bros., Inc	11.00
Library Service Company	28.50
National Magazine Company	19.00
J. W. Stacey, Inc	36.00
Thomas Bros. Maps	11.00
Total received	$209.75

Again Dorothy Andrews is to be thanked for the work that she has done, and for her cooperation at all times.

Respectfully submitted,
Georgianne S. Titus, Chairman

****

CHAPTER CONSULTANT
Annual Report 1960/61

During the year four requests for assistance were received by the Chapter Consultant Officer. Two requests were from companies with libraries who wished advice on their problems. The two others were from companies who desired information on organizing special libraries. One of these has started a library with a professional librarian. The other company is still studying the possibility of organizing a library.

There were four consultations by the Consultant Officer, Miss Johnson, and a local advisor. In each case there was an interview and a written report. Each of the organizations expressed satisfaction with the assistance given.

One chapter member applied for approval as a Chapter Consultant to the chairman of the Consultation Service Committee during the year.

Kathrine Johnson was chairman of Subcommittee on Promotion of New Libraries and representative of the committee on the Peninsula.

Kathrine Johnson
Doris Lanctot
Margaret M. Rocq, Consultant Off.

****

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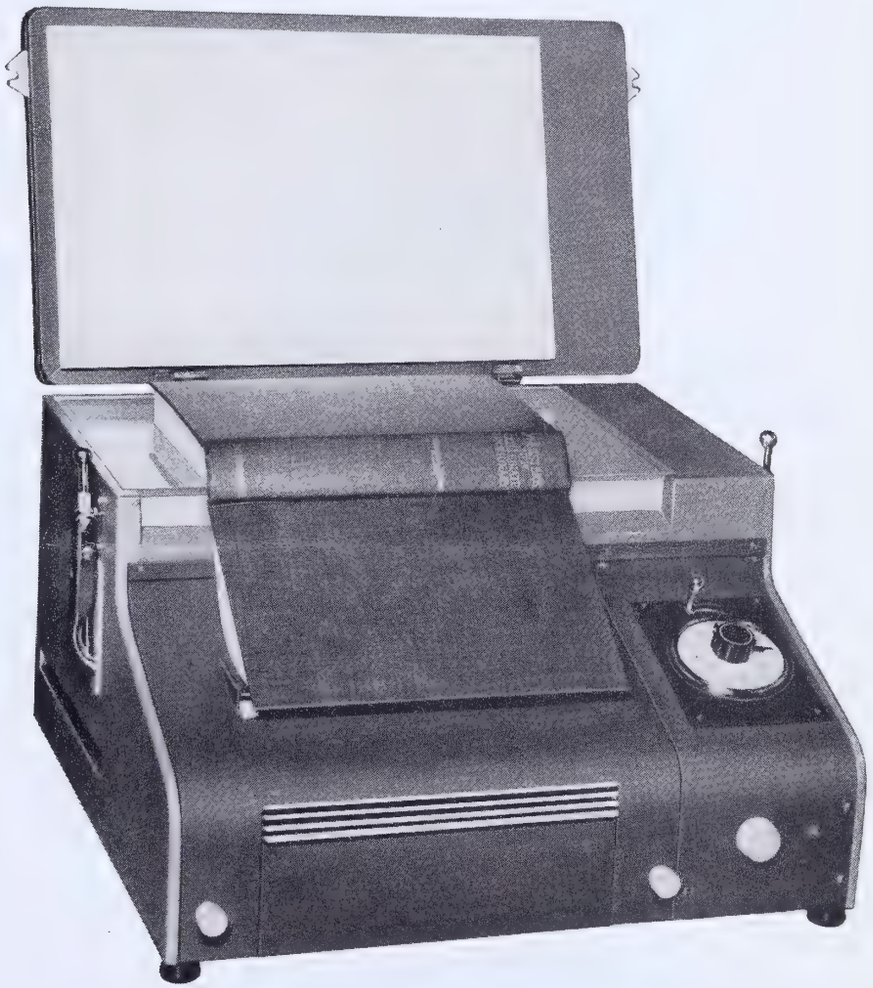
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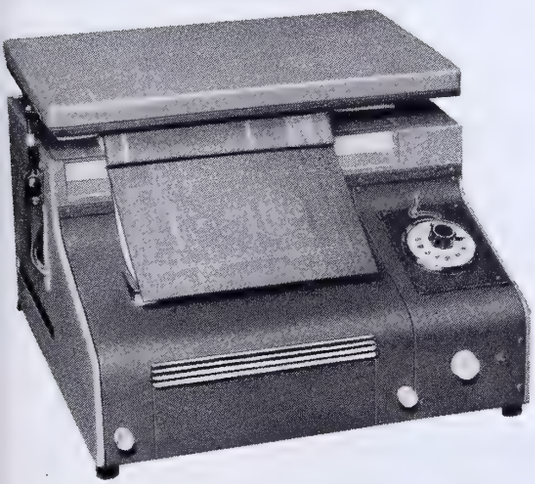
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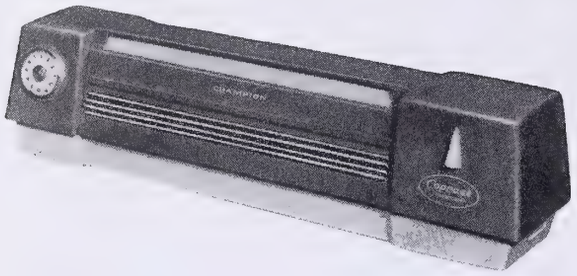
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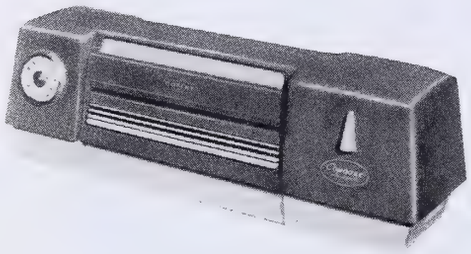
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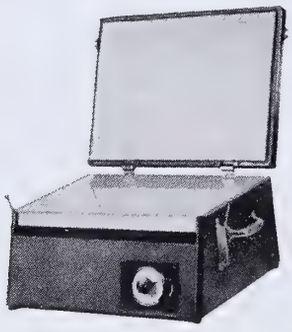
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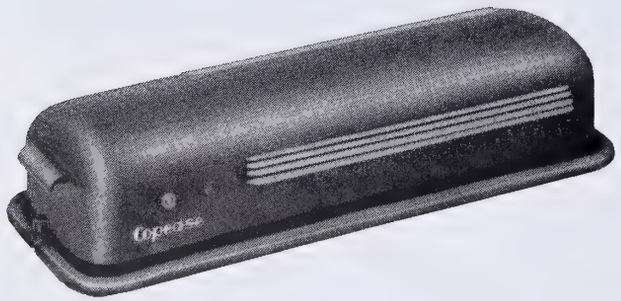
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BULLETIN EDITOR
Annual Report 1960/61

During the year 1960/61, 4 issues of the San Francisco Bay Region Chapter Bulletin appeared: October, 1960; January, 1961; April, 1961; and June, 1961. The Bulletin attempted to report all local SLA news, including membership changes, and as much news released from SLA Headquarters as was deemed of interest to this Chapter. Special emphasis was placed on all items concerning the San Francisco National Convention.

The Editor wishes to thank all those who helped with the preparation of the Bulletin, especially Miss Marie Abbruzzese for her complete and accurate coverage of the local meetings; Mrs. Georgianne Titus for her help and advice concerning the advertisements; and Miss Marie Koutecky for her unfailing willingness to offer advice, suggestions and encouragement.

Respectfully submitted,
Emily C. Lumbard

****

SECRETARY
Annual Report 1960/61

Among the recorded events for the past year were four executive board meetings, four general meetings, a series of special events including the visit of Miss Winifred Sewell, the SLA National President; the Methods Symposium on the U.C. campus at Berkeley; the American Documentation Institute in Berkeley; the all-chapter work party; and that most special of all, the National Convention. The membership file was kept up-to-date by information obtained from the Membership Chairman, and provided the checklist for checking the ballots. At the end of the year, the Chapter had a total of 231 members.

Respectfully submitted,
Marie Abbruzzese

****

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DUPLICATE EXCHANGE COMMITTEE
Annual Report 1960/61

Duplicate exchange lists were issued in November and in April. In November, 10 lists were sent to 25 libraries, and in April, 11 lists were sent to 25 libraries. Miss Yumi Lee assisted in the assembling and mailing. The only expenditure was for 1st class postage: $4.75 in November; $5.00 in April: Total, $9.75.

Respectfully submitted,
Caroline M. Liebrenz, Chairman.

****

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PUBLIC RELATIONS COMMITTEE
Annual Report 1960/61

The arrangement of a press conference between Miss Winifred Sewell, SLA President, and the Financial Editor of the San Francisco Chronicle, Mr. Donald White, was the principal activity of this committee. The interview resulted in a full-length, two-column featured article on the financial page, under Mr. White's by-line, October 15, 1960. The story featured Miss Sewell's background and talent as a pharmaceutical librarian and referred to the growing demand for special librarians in business and industry. News releases on Miss Sewell's visit were sent to Bay Area newspapers.

Respectfully submitted,
Phyllis J. Anderson, Chairman

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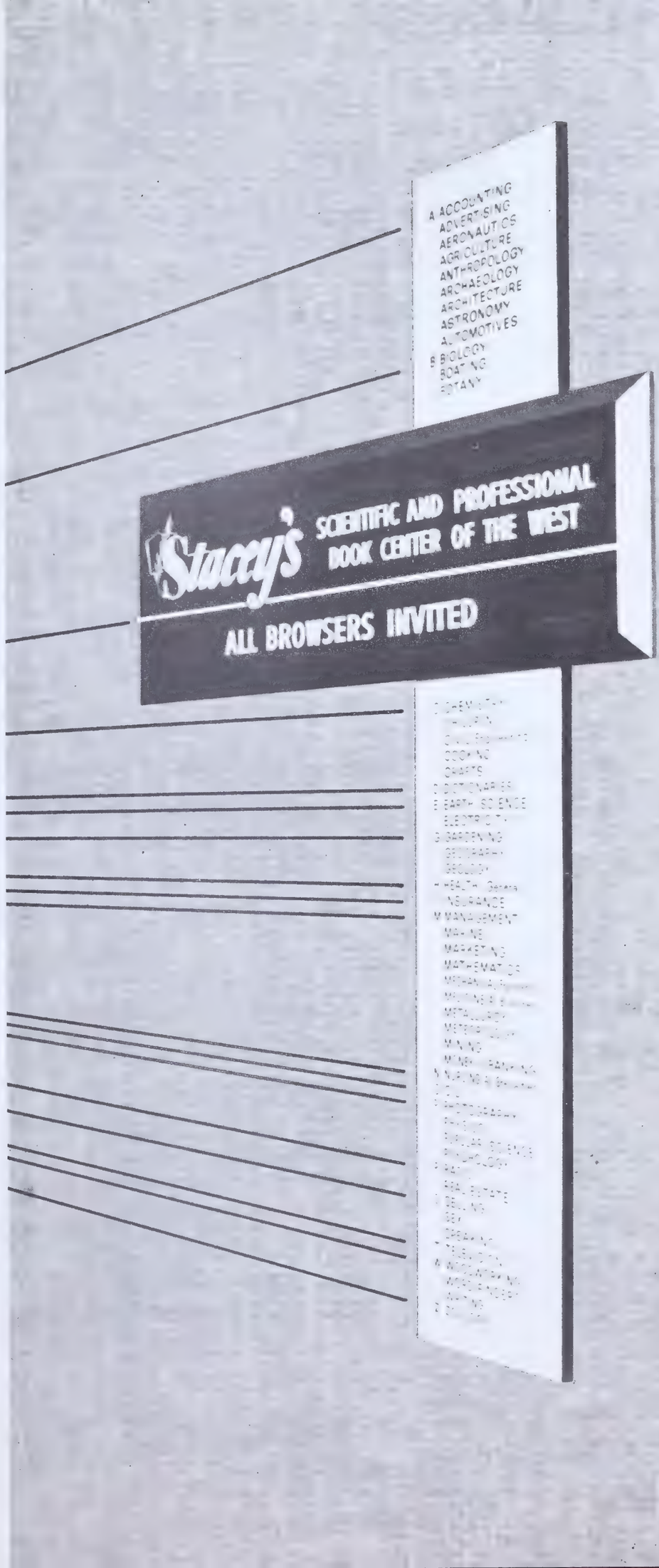
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PROGRAM COMMITTEE
Annual Report 1960/61

All the planning for the year was done by Mrs. Barbara Houghton, Chairman for the year, who resigned in November as she left the area. The January meeting held in conjunction with other California library groups, as noted below, was handled by Mr. Russell Shank, representative from our Chapter. Arrangements for the remaining meetings, held in March and May, were made by the present chairman, appointed by the President.

Due to the work connected with the planning of the Annual Convention held in San Francisco, the meetings were curtailed in the spring -- no meetings were held in February or April.

Programs:

Sept. 21 - Dinner meeting at Marines Memorial. Demonstration of photocopy processes by representatives of 3 firms: Alpha Photo Products - Mr. Bert Conlin and Mr. Howard Brewster; Copease Corporation - Mr. Murray Horne; Thermofax Sales, Inc. - Mr. Duncan Curl.

Oct. 8 - Annual joint meeting with the Southern California Chapter. A luncheon meeting with Miss Winifred Sewell, SLA President, as guest speaker, at Huntington-Sheraton Hotel, Pasadena.

October 13 - Cocktail party at San Francisco Bar Association Lounge in honor of Miss Sewell's visit to the Chapter. She spoke to the group on SLA Goals in 1970.

Nov. 17 - Dinner meeting at Bow & Bell Restaurant in Oakland. Two members of the U.C. Press spoke on the activities of the Press and on publishing in general -- Mr. Lloyd Lyman, Asst. to the Director, and Mr. Howard Bezanson, Production Manager.

Jan. 14 - All-day Symposium on "Machine Methods in Library Technical Processes" held on the Berkeley U.C. Campus. Jointly sponsored by the U.C. School of Librarianship and University Extension; California Library Assoc.; California State Library; Public Library Execs. of Central Calif.; and SF Chapter of SLA.

Mar. 16 - Dinner meeting at El Portal Cafe. Mr. Richard Dillon, Librarian of Sutro Library, was our host. He spoke on the history and development of the Sutro Library; followed by a tour of the new quarters of the Library on the USF Campus.

May 9 - Dinner meeting at California Teachers Assoc. in Burlingame. Mrs. Anne Protopopoff, Librarian, was the hostess. Annual meeting held; followed by a 3-way discussion of the activities of the Research Dept. and the Records Center in relationship to the library, by Dr. Stephen C. Clark, Research Assoc., Mrs. Mary Brand, Dir. of Records Center and Anne Protopopoff. A tour of the building and library followed.

May 25 - Convention work party at the Sheraton-Palace Hotel.

Respectfully submitted,
Eugenia Ironside, Chairman

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SAN FRANCISCO BAY REGION CHAPTER
Financial Statement

Balance on hand as of June 30, 1961			$ 316.33
Income:			
Allotment from Association		$450.00	
Advertising in Bulletin		246.50	
		696.50	696.50
		TOTAL	1,012.83
Expenditures:			
Bulletin		$346.51	
Labor	$280.75		
Postage	43.54		
Supplies	22.22		
Announcements		36.10	
Directory		116.30	
General Postage		75.06	
Sales Tax		11.57	
Dinners (change for)		177.90	
Miscellaneous		413.47	
Total Expenditures			$ 1,176.91
Balance on hand as of June 30, 1961			$ 316.33

Respectfully submitted,
Irene Simpson, Treasurer

****

MEMBERSHIP COMMITTEE
Annual Report 1960/61

Statistics for memberships during the 1960/61 period reveal:

New members to SF Bay Region Chapter	18
Members transferred to SF Bay Chptr.	8
Reinstated members in SF Bay Chapter	5
Resigned members from SF Bay Chapter	4
Transferred members from SF Bay Chptr.	7
Deceased members	1
Letters of welcome	36
Prospective members contacted	32
Members dropped for non-payment	19
Total membership, June 26, 1961	232

Respectfully submitted,
Marjorie Griffin, Chairman

****

PRESIDENT'S MESSAGE

I should like to express my appreciation to the Officers, committees and embers of the San Francisco Bay Region Chapter for their extreme willingness, ooperation and excellent work during the year. The success of the Convention as due not only to its able guidance, but also to the work of each individual articipant in its preparation. It is a pleasure to have worked with such a ine group of Librarians.

Respectfully,
Marie E. Koutecky

****

To plan a constructive and vigorous program for the coming year we need your IDEAS - now! Encouraged by the response for correct addresses in the last bulletin, we seek your cooperation again in answering the following:

1. What would be your suggestions for a chapter project? .....

.....

.....

2. At our meetings, what type of program would be most stimulating and helpful for you?.....

.....

.....

.....

3. Please mail your reply, within a week, to:

(Miss) Marjorie Griffin
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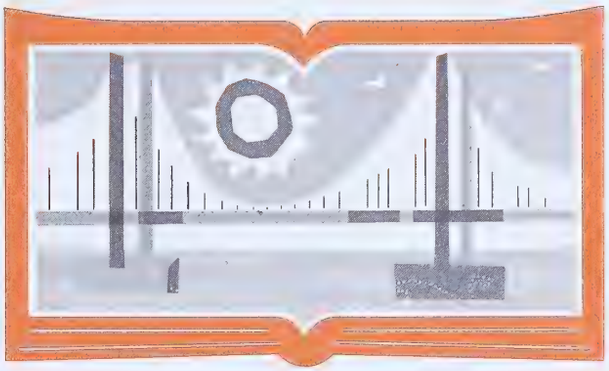
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SPECIAL LIBRARIES ASSOCIATION /



SAN FRANCISCO BAY REGION CHAPTER BULLETIN

MEETING---THURSDAY, SEPTEMBER 21, 1961

Social Hour: 5:30 - 6:15 - THE IRON DUKE, Falcon Room,
132 Bush St., San Francisco

Dinner: 6:15 - 7:15 - price $3.75 (includes tax and tip)

Program: Short business meeting to discuss a chapter project.

-TOUR OF DOWNTOWN SAN FRANCISCO LIBRARIES-

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Mechanics Institute
San Francisco Public, Business Branch
Standard Oil Co. of California
Wells Fargo Bank

This first meeting of the new season will be a get-acquainted session--to introduce old members to new ones, new members to old ones, and the facilities of the downtown special libraries to all.

We are particularly anxious to have as many first-year people come as possible, and plan to have each new person who wishes it, escorted and introduced around by an older member.

Reservations must be in by NOON, MONDAY, SEPTEMBER 18. Mail in the attached form, or call...

San Francisco: Standard Oil Co. of Calif.--SU 1-7700, ext. 2946
East Bay: Shell Development Company---OL 3-2100, ext. 526
Peninsula: Stanford Research Institute-DA 6-6200, ext. 2176

To: Marilyn Johnson
Shell Development Co.
Emeryville, California

---- Please reserve a place for me at the dinner, September 21.
---- I am a new member in your Chapter (have joined since Sept. 1960).
---- I can provide transportation from_____area.
---- I need transportation.

Signed_____
Name

_____
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SPECIAL LIBRARIES ASSOCIATION /

SAN FRANCISCO BAY REGION CHAPTER BULLETIN



TUUM EST

The epochal year for the San Francisco Bay Area Chapter is over! The convention, with all its preparations, its hard work for our members, was singularly successful. Letters of appreciation received by Dr. Kruse tell us that participants spent worthwhile as well as very pleasant days.

In the wake of the convention we should ride the crest of the waves with all the stimulation from new contacts with librarians and from the ideas presented in papers at the different sessions. With these broader horizons we are challenged to meet this 1961-62 year with an awareness of the evolutionary trends in library methods. It is our responsibility to be aware of significant advances: consciously or unconsciously these will help us to be objective in scrutinizing our procedures, and assist us in rendering efficient service. After all, a special library is a service function, and any way we can make improvements will bring dividends to our employers. In this way we are 'putting knowledge to work' in its fullest meaning.

As in all chapters, we represent a variety of companies, and, consequently, we have many types of libraries. We have tried to plan our programs so that there will be something of interest to all. I would like to choose the Latin 'tuum est' as our motto for this year. It means 'it is up to you'. Our progress in this year, and therefore your progress, depends upon your desire to be enlightened, your participation in our meetings, your contributing in discussions, your keeping abreast of our library literature. We hope you will be charged with enthusiasm after our meetings, but after all, it's up to you.

Marjorie Griffin, President
SLA San Francisco Bay Area Chapter

SLA SAN FRANCISCO BAY REGION
CHAPTER BULLETIN

Vol. 32 No. 1
October 1961

Kenneth D. Carroll, Editor
Mark H. Baer, Advertising Manager
Reporters - The 250 members of the Chapter.

ADVERTISING

For rates on advertising write:

Mark H. Baer
Ampex Corporation
Technical Information Service
934 Charter, Redwood City, California.

MANUSCRIPTS

Members are invited to submit items for publication and assist the BULLETIN in reflecting Chapter news, activities, ideas, and opinions. The BULLETIN will be published October, December, February, April and June. Copy deadline is 15th of month preceeding issue. Address copy to K. D. Carroll, Lockheed Missiles & Space Co., Technical Information Center, Palo Alto, California.

POLICY

Although the BULLETIN is the official publication of the Chapter, the content of articles and editorials is not to be construed as representing the official position of the Chapter.

CHAPTER OFFICERS 1961-62

President	Miss Marjorie Griffin	CY 7-2950
Vice Pres. and Pres. Elect	Mr. Glenn R. Maynard	HI 7-1100
Secretary	Miss Marie Abbruzzese	UN 3-0733
Treasurer	Miss Kathrine Johnson	DA 6-4000
Immediate Past Pres.	Miss Marie Koutecky	SU 1-7700
Director (2 Yr.)	Miss Marilyn K. Johnson	OL 3-2100
Director (1 Yr.)	Mrs. Marion M. Smith	DA 1-2300

SURVEY OF TRANSLATION ACTIVITIES IN THE U.S.

ALBERTA L. BROWN

Canterbury Hotel — English Room
11 October 1961 — $3.50 (incl. t & t)
Cocktails 5:30 — Dinner 6:30



Alberta L. Brown

This area of national concern will be reviewed by Miss Alberta L. Brown, for many years chief librarian of the Upjohn Company, past president of SLA (1957-58), member of the SLA Hall of Fame, and currently consultant in the SLA Translation Center.

The Survey of Translation Activities in the U. S. was conducted under a grant from the National Science Foundation, Mr. D. W. Ramsdell, Chief of the SLA Translations Center, directing the work. The program is to accumulate and coordinate information on the nature, extent, and methods of translation of scientific and the technical non-English literature. One section of the survey was devoted to special librarians in the fields of science and technology. Of the eight hundred librarians who indicated their activity in translation, a sizable number were from the San Francisco Chapter.

This is your opportunity to obtain first-hand a review of the Survey and the Translations Center. Reservations must be in by NOON, FRIDAY, OCTOBER 8; however, we suggest you place your reservation now by mailing the form below, or 'phoning to the library listed:

Telephone reservations to:

San Francisco:	Standard Oil Co. of Calif. --	SU 1-7700, xt. 2946
East Bay:	Shell Development Co. ---	OL 3-2100, xt. 526
Peninsula:	Stanford Research Institute -	DA 6-6200, xt. 2176

TO: Marilyn Johnson
Shell Development Co.
Emeryville, California

____ Please reserve a place for me at dinner, October 11.
____ I am a new/transfer member in the chapter.
____ I can provide transportation from_____area.
____ I need transportation.

Signed_____
Name

_____
Company Phone

_____
Address

PINSPOT PROFILES

Varian Associates Technical Library — Palo Alto
Katherine E. Johnson, Librarian

A little more than twelve years ago, Varian Associates was founded as a small research organization for the development of klystrons. The company was started with six full time employees, a 1200 square-foot building and $22,000 in capital. Today the company's Palo Alto installation totals nearly 1,000,000 square feet, the annual sales exceed fifty million dollars, and the company employs about 3,265 people. The products manufactured today include microwave tubes, microwave components, and electronic instruments, and many other products essential to the nation's space efforts. Varian has six subsidiary companies located from California to Switzerland. Projected growth within the next few years may increase the number of employees to 10 to 15 thousand. The ability to attain these goals requires the solution of the problems of corporate growth.

One of the problems arising from the rapid growth and spread of the company is that of maintaining an atmosphere which will both attract creative people and provide an environment in which they can work effectively. It was realized that a good technical library was a basic requirement in fulfilling this need.

After a careful study of other comparable libraries, a review of the literature, and informal surveys of Varian technical personnel, a plan was presented to, and adopted by, management for a two-step expansion of the library. The first stage called for a 2400 square-foot library facility to meet Varian's immediate needs.

The Technical Library now occupies completely renovated and newly furnished quarters in a building which also houses Central Research and Tube Research and Development. The library contains about 2500 books, 2000 bound volumes of periodicals, and about 10,000 technical reports. Current subscriptions are held for about 500 periodicals. The collection is being developed to provide a good coverage of the literature of electronics, physics, chemistry and related subjects.

In addition to the central library which is an information clearing house for the entire corporation, a series of satellite libraries located within the various operating divisions is being planned and established. All library services are designed to meet the requirements for independent research. They are, therefore, arranged for self-service as nearly as possible.

All technical processing, interlibrary loan and other specialized library services are functions of the central library. To provide these services, the library staff at present includes two professional librarians and three non-professional members. It is planned to increase the number of library staff members in the near future. The library also issues a weekly Technical Bulletin which includes a listing of new books, technical reports, new subscriptions and the table of contents of most of the periodicals currently received. The "new look" for the Varian Technical library is keynoted in the furnishings--colorful leather and fabric upholstery, bright yellow stacks, birch tables, custom-designed desks, teak magazine shelving, and the continuing display of paintings, sculpture, and art works of the Varian Arts and Crafts Guild.

CONSTRAINED --- or --- CONTRIBUTING?

Bored with it all? Wonder at times just what the Chapter is doing or why it doesn't sally forth with new ideas as stimulating as yours? The solution is simple---bestir yourself and join the crew. Committees of the Chapter need and welcome your participation. Without this active role on your part, you receive only the partial rewards that accrue through passive membership.

Chapter committees and their respective chairmen are listed below. Check in "1" and "2" order those of greatest interest to you, those on which you would serve, and on which your ideas and efforts will mean most to you and your Chapter. After checking, sign your name and drop this page in the mail to Marjorie Griffin, or call the committee chairman if he is located near you. The change from ennui to enjoyment may be just a jot of the pen. Tutum est.

____	Advertising	Mr. Mark H. Baer	EM 9-7111
____	Archives	Miss Elise Hoffman	EX 2-5121
____	Bulletin	Mr. Kenneth D. Carroll	DA 4-3311
____	Chapt.Consultant	Mrs. Margaret M. Rocq	LO 3-8694
____	Dup. Exchange	Mrs. Caroline Liebrenz	SU 1-7700
____	Education	Mrs. Russell Shank	TH 5-6000
____	Employment	Miss Doris Lanctot	DO 2-4032
____	Hospitality	Miss Marilyn K. Johnson	OL 3-2100
____	Joint Meeting	Mrs. Barbara Ivantcho	DA 6-6200
____	Membership	Mr. Glenn Maynard	HI 7-1100
____	Program	Mrs. Marion M. Smith	DA 1-2300
____	Publicity	Mr. Theodore Yerke	TH 1-5121
____	Recruitment	Mrs. Elizabeth B. Roth	SU 1-7700

CHAPTER PREVIEWS FOR '61

"AUTOMATED LEARNING" - Saturday, Nov. 4, 1961 - Dwinelle Hall, Rm. 145, University of California, Berkeley.

Our annual joint meeting with CLA, the San Diego, and the Southern California SLA Chapters will be held on the University of California, Berkeley Campus. Dr. R. Magar and Mr. Harry Pfeiffer of Varian Associates will discuss this challenging topic from the philosophical and engineering viewpoints. The impact of teaching machines upon industry and education will be reviewed. Those members who would like to do some background reading on the subject might be interested in:

Teaching machines. SCIENCE, October 24, 1958, p. 969-77
Teaching machines: a progress report.) LBRY. JL. Apr 15,
Teaching machines--implications for the librarian.) 1961, p. 1651-56

Can people be taught like pigeons? FORTUNE 1960, p. 176-179.
For added references there is a recent bibliography prepared by A. A. Beltran of Lockheed Missiles & Space Co., AUTOMATED TEACHING MACHINES, LMSD SRB-60-6, Nov 1960 (AD-249 924).

Following luncheon in the cafeteria of the new Student Union Building, we hope that Roy Holleman will discuss the recent meeting of the SLA Advisory Council.

DECEMBER - Details are not ready to be released, but this is going to be a MUST...You will certainly regret it if anything keeps you from attending. (It might be noted, unofficially, that this is the result of a member's suggestion...have you made one recently?)

OUR CHANGING SCENE

If you are not familiar with the library of the United Community Fund of San Francisco, you should be sure to say hello to MRS. SHERRIL PERRY at the next meeting. Mrs. Perry is their Reference Librarian and a new member of the Chapter.

EUGENE GRAZIANO, formerly Chief Science Librarian, Southern Illinois University, has joined Lockheed Missiles & Space Co., T.I.C. as Research Information Specialist in their Literature Search group. Committee chairmen will be glad to hear that Gene has always been active in professional and civic organizations.

DR. I. A. WARHEIT has recently transferred from Washington, D. C., to the San Jose campus of IBM's Advanced Systems Division. Dr. Warheit, a well-known figure in library and documentation areas, will prove a valuable acquaintance to those who like new ideas and a keen analysis of systems.

WILLIAM PETRU, formerly of General Electric Missile Space Vehicle Department's library in Philadelphia, has recently joined United Technology Corporation, Sunnyvale, to take charge of their library services.

MRS. MARTHA BARTON is busy establishing the new library at Syntex, Palo Alto.

ROCCO CRACHI, long active in Bay Area library circles, has joined the library at U. C. Los Alamos Scientific Laboratory. We are certain that many members will want to join us in wishing Rocco the very best in his New Mexico sojourn.

JACK POOLER, formerly Assistant Head of Physical Science Libraries, University of California, Berkeley, is now Chief Librarian, Science Division, and Director of Technical Services, Stanford University.

Another librarian joining our ranks is MISS DEVRA MILLER, Librarian at Honig-Cooper and Harrington, San Francisco. Be sure to say hello---being located on Columbus Avenue, Devra may have a few tips on new dining spots you have not tried.

RAMON GREVING, a new member in the Chapter, is generally hidden away in the vaults at Lockheed, but you will be delighted with how much she enjoys life outside the vault door. If she is at the next meeting, stop for a lively chat---just don't mention her daily headache, archives.

From Hawaii, by way of the California Fish & Game Library at Terminal Island, JANE WALDRON joined the Stanford Research Library in June '61 as Reference Librarian-Periodicals.

Miss Marie Tashima has left the hills of Berkeley for merry old England. she presently is affiliated with the U. S. Educational Commission in London.

It has been a busy summer and we have only noted a few of the changes in the Chapter. A more complete listing of membership changes is found on page 10.

MEETINGS CALENDAR

A listing of library associations regional and national meetings, meetings related to information problems and services, and other professional groups whose meetings are scheduled for this area are listed. Those belonging to library and information-oriented groups not listed, should notify the editor of future meeting schedules for their inclusion.

SEPTEMBER

11-15 NATL. INDUS. CONF. BOARD & S. R. I., International Industrial Conf., Fairmont Hotel, San Francisco. (Exhibit of corporate owned art at San Francisco Museum of Art).

12 8th ANNUAL BAY AREA QUALITY CONTROL CONFERENCE, Stanford University, Palo Alto, California. (Contact: W. Grant Ireson, Head, Industrial Engrg. Dept., Stanford University).

14-15 IRE. CONFERENCE ON TECHNICAL-SCIENTIFIC COMMUNICATIONS. Philadelphia. Including papers by Dr. R. R. Shaw: "Parameters for handling of Information" and by Allen Kent: "Problems of Literature Search".

15 LAW LIBRARIANS OF SAN FRANCISCO AREA. El Cid, San Francisco.

24-27 AMERICAN SOCIETY OF MECHANICAL ENGINEERS-AIEE, National Power Conference, St. Francis Hotel, San Francisco.

28-29 SLA EXECUTIVE BOARD & ADVISORY COUNCIL, FALL MEETING, Gramercy Park Hotel, New York, New York.

29-30 AMERICAN DOCUMENTATION INSTITUTE, LOS ANGELES CHAPTER, INST. OF AEROSPACE SCIENCES, Los Angeles, 36.

OCTOBER

5-7 MEDICAL LIBRARIANS. JOINT MEETING SAN FRANCISCO AREA & SO. CALIF., Los Angeles. In conjunction with WORLD HEALTH CONFERENCE.

9-18 INTERNATIONAL CONFERENCE ON CATALOGING PRINCIPLES, Paris.

11 SLA CHAPTER MEETING, "TRANSLATION SURVEY", Canterbury Hotel, San Francisco. (See page 2)

11-13 CONFERENCE ON THE APPLICATION OF DIGITAL COMPUTERS TO AUTOMATED INSTRUCTION, Washington, D. C.

25-26 COMPUTER APPLICATIONS SYMPOSIUM, Armour Research Foundation, Morrison Hotel, Chicago, Ill.

25-27 SPECIAL LIBRARIES ASSOCIATION, METALS DIVISION. Annual Fall Meeting. In conjunction with 43rd National Metal Congress & Exposition (Oct. 23-27) sponsored by the American Society for Metals.

MEETINGS CALENDAR - CONT'D

25-28 AMERICAN CERAMIC SOCIETY, 14th Pacific Coast Regional Meeting and the Electronics Division, Jack Tar Hotel, San Francisco, California. (Contact: American Ceramic Society, 4055 N. High St., Columbus, Ohio).

26-28 MEDICAL LIBRARY ASSOCIATION, MIDWEST REGIONAL MEETING, Rochester, Minn.

30-Nov 4 CALIFORNIA LIBRARY ASSOCIATION, 63rd Annual Conference, Hotel Claremont, Berkeley.

NOVEMBER

2-3 AMERICAN INST. OF MINING, METALLURGICAL & PETROLEUM ENGINEERS, Annual Meeting, Los Angeles.

4 SLA-CLA, Hotel Claremont, Berkeley. (See page 3)

6-8 AMERICAN DOCUMENTATION INSTITUTE, ANNUAL MEETING, Boston, Mass.

8 MEDICAL LIBRARIANS ASSOCIATION, Lake Merritt Hotel, Oakland.

8-10 THE INSTITUTE OF MANAGEMENT SCIENCES -- OPERATIONS RESEARCH SOCIETY OF AMERICA MEETING, Jack Tar Hotel, San Francisco. (Contact: William Fair, Fair Isaac & Co., 156 Montgomery St., San Francisco).

9-10 AMERICAN SOCIETY FOR QUALITY CONTROL, 11th Annual Conference of the Aircraft & Missile Div., ASQC, Ambassador Hotel, Los Angeles. (Contact: Hardy Harris, c/o North American Aviation, Inc., International Airport, Los Angeles).

9-10 OPERATIONS RESEARCH SOCIETY OF AMERICA, Meeting, Jack Tar Hotel, San Francisco.

DECEMBER

1-2 AMERICAN DOCUMENTATION INSTITUTE, WESTERN REGIONAL MEETING, Los Angeles.

1962

JANUARY

23-28 ALA MIDWINTER CONFERENCE, Chicago.

APRIL

8-14 NATIONAL LIBRARY WEEK, Beryl L. Reubens, Director of NLW, (Director of Public Affairs, Brandeis University).

MAY

27-31 SLA ANNUAL MEETING, Washington, D. C.

MEETINGS CALENDAR - CONT'D

JUNE

4-8 MEDICAL LIBRARIES ASSOCIATION, Chicago.

17-23 ALA, Miami Beach.

JULY

1-15 AMERICAN ASSOCIATION OF LAW LIBRARIES, San Francisco.

+ # + # + # +

STACEY'S NEW BOOKSTORE IN PALO ALTO

J. W. Stacey, Inc., the West's biggest distributor of medical and technical books, a regular advertiser in the Bulletin, and old friend of many librarians, selected 405 California Ave., Palo Alto, as the location for their new book store. The location was selected after conducting a survey of more than 7,000 Peninsula engineers and scientists. Peninsula members, in particular, are urged to take advantage of this new convenient Stacey location.

PROJECT LAWSEARCH

The Council on Library Resources has announced allocation of $83,500 for work directed toward improving methods for searching legal literature. This cooperative investigation involves "coordinate" indexing and the use of special mechanical device for applying this type of indexing. A committee representing the American Association of Law Libraries will aid in evaluating the project.

+ # + # + # +

T.I.S. MOVIE

The Atomic Energy Commission has available for free loan or purchase a new 20-min., 16mm. color film entitled "Technical Information Services of the AEC". The film may be borrowed from the AEC's domestic and overseas film libraries.

NEW GRANT AND CONTRACT FOR SLA TRANSLATIONS CENTER

SLA has received $30,500 from the National Science Foundation for support of its Translations Center at The John Crerar Library in Chicago. This is the sixth year NSF has contributed funds for the operation and expansion of the SLA Translations Center, which, until 1959, was the only translation depository in the United States. The Office of Technical Services, U.S. Department of Commerce, has also recently renewed its $24,000 contract with Special Libraries Association for services performed by the Translation Center. The Center and OTS jointly collect an average of 10,000 translations each year, and at present the Center contains more than 50,000 unpublished translations. Forty-five per cent are translations from Russian sources and 55 per cent are from other languages.

MEMBERSHIP CHANGES

New Members

Miss Elva H. Altonn
Altonn Beach, Pescadero.

Miss Martha C. Barnwell
118 Mar Vista Drive, Monterey.

Mrs. Ramon P. Greving
Technical Information Center
Lockheed Missiles & Space Co.
3251 Hanover St., Palo Alto.

Miss Patricia E. Hagans
1900 Jefferson St., Apt. 303, S.F., 23

Mr. Andrew O. Largo
793 Elm St., San Jose 26.

Miss Devra J. R. Miller, Ln.
Honig-Cooper & Harrington, Library
1275 Columbus Ave., S.F., 11

Mrs. Harue Palomino
908 Pomona St., El Cerrito.

Mrs. Sherrill Perry, Ref. Ln.
Library
United Community Fund of San Francisco
2015 Steiner St., San Francisco 15.

Mrs. Barbara M. Probert, Head
Technical Information Service
Aerojet-General Nucleonics
P. O. Box 77, San Ramon.

Address Changes

Miss Thelma Hoffman
674 El Rancho Drive, Santa Cruz

Miss Vera Slaughter
P. O. Box 595, Oakland 4.

Miss Marie Tashima
% U. S. Educational Commission
71 S. Audley St.
London W 1, England

Mrs. Carmenina T. Tomassini
14 Grijelva Drive, San Francisco 27.

Transfers to Chapter

Mr. Eugene E. Graziano
2381 Laura Lane, Mt. View.

Mrs. Esther S. Johnston
547 Noriega St., San Francisco 22.

Mr. William C. Petru, Chief Ln.
United Tech. Corp.
P. O. Box 358, Sunnyvale.

Miss Jane F. Waldron
Stanford Research Inst. Library
Menlo Park, California.

Dr. Israel Albert Warheit
IBM Advanced Systems Div.
99 Notre Dame, San Jose.

Reinstated Members

Mr. Robert C. Bernhardi
1420 B. Spruce St., Berkeley 3.

Mr. Anthony W. Operhall
11080 S. Elmonte Ave.
Los Altos Hills, California.

Report changes of address or membership affiliation to:

Special Libraries Association
313 E. 10th St., N.Y. 3, N.Y with
copy of notice sent to
Glenn R. Maynard, U.C. Radiation
Laboratory Library, Livermore, Calif.

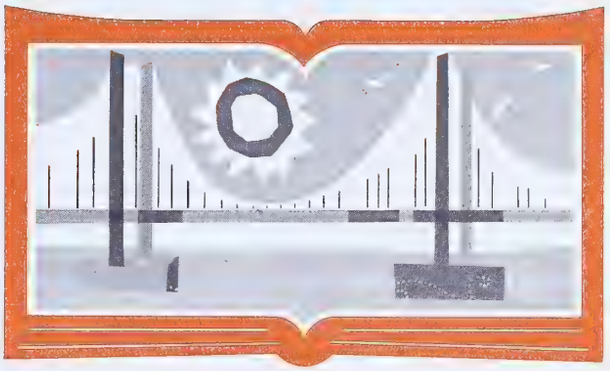
Report directory corrections, company affiliation, to:

Miss Marjorie Griffin, Ln.
IBM Advanced Systems Development
Monterey & Cottle Roads, San Jose 14.



Miss Elise Hoffman
Foremost Dairies Inc.
425 Battery St.
San Francisco 11, Calif.

SPECIAL LIBRARIES ASSOCIATION /



SAN FRANCISCO BAY REGION CHAPTER BULLETIN

ANNUAL JOINT MEETING

of the

San Diego, Southern California, and San Francisco Bay Region Chapters,
Jointly Sponsored by the University of California School of Librarianship.

SATURDAY, NOVEMBER 4, 1961
University of California Campus
Berkeley

Program: Dwinelle Hall, Room 145.

10:00 A.M. Dr. Sydney M. Lamb, Director of the University of California Machine Translation Project, will speak on the state of the art, and the work now in progress at U.C.

10:30 A.M. "Automated Learning," a discussion of teaching machines, by Dr. R. Mager and Mr. Harry Pfeiffer of Varian Associates, Palo Alto.

12:00 M. Luncheon in the new Student Union Building; price $2.25. Speaker: Mr. Roy Holleman, of the University of Southern California School of Library Science, and a national Director of Special Libraries Association.

GUESTS AND VISITORS ARE WELCOME

The School of Librarianship has invited members of CLA and SLA to visit classes during the week. While there will be no classes in session on Saturday, the administrative offices and Library School area will be open before and after the meeting.

Parking is permitted on the campus on Saturday.

Reservations for luncheon must be received by noon, Tuesday, October 31st.

Call:	San Francisco:	Standard Oil Co. of California,	SU 1-7700, ext. 2946.
	East Bay :	Shell Development Company,	OL 3-2100, ext. 526.
	Peninsula :	Stanford Research Institute,	DA 6-6200, ext. 2176.

or mail your reservation to:

Mrs. Barbara Ivantcho
Stanford Research Institute Library
Menlo Park, California

For details and reservations, phone or write by NOON THURSDAY to division list:

San Francisco	Standard Oil Co. of Calif.	30 1-7707, ext. 2956
East Bay	Shell Development Company	OL 3-6100, ext. 585
Peninsula	Stanford Research Institute	DA 6-6200, ext. 2176
	Lockheed Missiles & Space Co. (Jack Coldmann)	DA 4-3311, ext. 45775

REGARDING DINNER CANCELLATIONS

→ Members who make reservations and then fail to cancel before the deadline will be billed for the cost of their dinner by the Treasurer.



SPECIAL LIBRARIES ASSOCIATION/

SAN FRANCISCO BAY REGION CHAPTER

December Meeting — Officers' Club - Hunter's Point

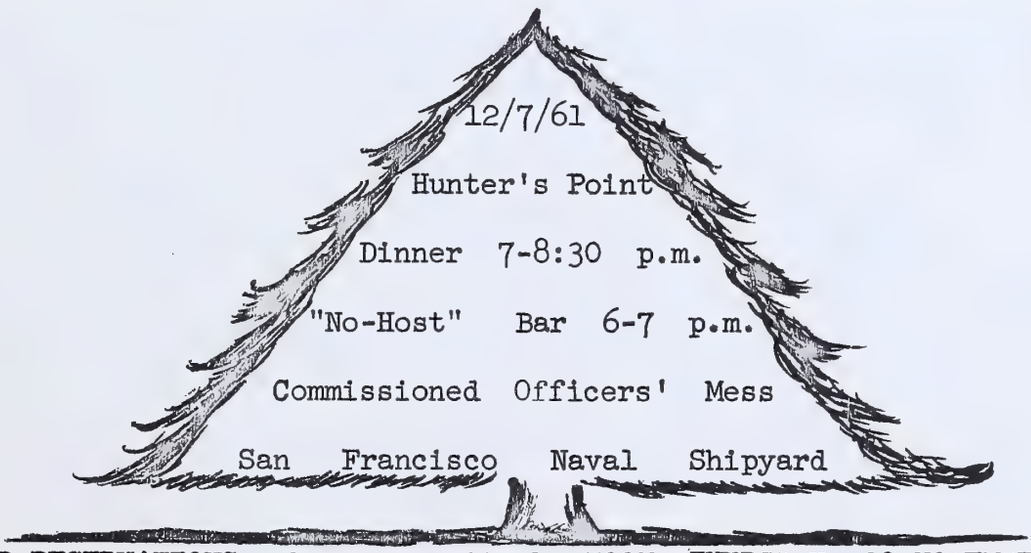
Party Time

After touring libraries, considering the importance of translations and the impact of automated teaching, we thought it was time to role out the yule log and have a ball. Agreed? Then dust off your tinsel and mistletoe and join the merriment December 7.

Russell Shank, LCDR, USNR, is sponsoring a soirée joyeuse for the officers and members of the San Francisco Bay Region Chapter of SLA at the Commissioned Officers' Mess, San Francisco Naval Shipyard, Hunter's Point.

Social hour festivities will be held in the Bayview (and what a view!) Room of the club, 6:00-7:00 p.m. The festive board will be served in the Tropical Room at 7:00 p.m.

Follow the map attached. When you reach the gate of the base, ask there for the simple directions to the Commissioned Officers' Mess. There are ample parking facilities.



FOR DETAILS AND RESERVATIONS, phone or write by NOON, THURSDAY, 30 NOVEMBER 1961:

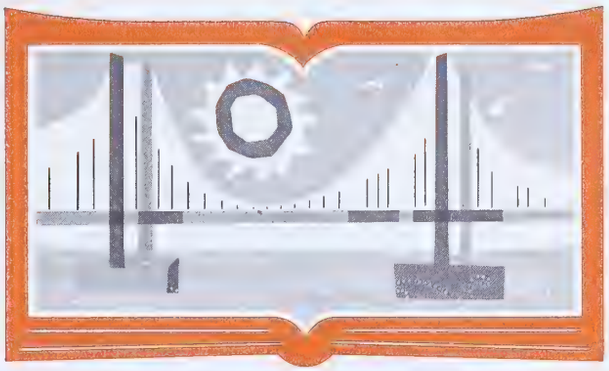
Phone:
- San Francisco - Standard Oil Co. of Calif. -- SU 1-7700, Ext. 2946
- East Bay - Shell Development Company -- OL 3-2100, Ext. 526
- Peninsula - Stanford Research Institute -- DA 6-6200, Ext. 2176
- Lockheed Missiles & Space Co.- DA 4-3311, Ext. 45776

or (Jack Goldmann)

MAIL TO: Marilyn Johnson
Shell Development Co.
Emeryville, Calif.

_____Please reserve a place for me at dinner 7 Dec 61
_____I am a new/transfer member in Chapter
_____I can provide transportation from_____area
_____I need transportation from_____area

SPECIAL LIBRARIES ASSOCIATION /



SAN FRANCISCO BAY REGION CHAPTER BULLETIN

Our President Jackson used the slogan: "Do be a full partner", in his message to SLA members. To be a full partner requires awareness of developments at Association level, as well as participation in Chapter activities. At our dinner meetings we tend to fore-shorten our discussion of these in the interest of the program to follow.

Therefore, to alert all our members to Chapter business, and to give more time to think in terms of decisions, our Bulletin will carry articles on Association and Chapter business that need our attention, as well as general news. For example, by our January meeting we hope to have received your replies as to interest in the proposed U.C. course on Reference Developments (p. 7). In our February meeting we will need the benefit of your ideas and experience in decisions on: Hall of Fame, SLA Professional Award, Copyright Revisions, SLA Scholarships, and the Joint Computer Meeting in May. Please consider each item in terms of significance to the Association and Chapter. We want to stimulate interest; we want an enlightened membership. We want, most of all, to advance our own profession, and we can do this best by being an active participant in our SLA activities.

We would welcome a "Letters Column" in any area that requires a brighter light shed upon it.

TUUM EST
Marjorie Griffin, President.

DECEMBER MEETING

OFFICERS CLUB - HUNTERS POINT

Russell Shank, LCDR, USNR, is sponsoring this gala evening for the officers and members of the Chapter. We hope you join the rest of us at the Commissioned Officers' Mess, San Francisco Naval Shipyard, Hunters Point, on December 7, 1961.

Relax at social hour in the Bayview (and what a view!) Room where the "No-Host" bar welcomes you 6-7 p.m. Feast in Navy style in the Tropical Room with merry company at 7:00 p.m.

The map you have received will guide you to the gate of the base where you can obtain simple directions to the Commissioned Officers' Mess. If you have not made your reservation, you may still be able to do so...Why not call now and get full details? Chapter "Happy Hours" are rare -- do be there.



Phone: S.F. - Standard Oil Co. = SU 1-7700, Xt. 2946
East Bay - Shell Development Co. = OL 3-2100, Xt. 526
Peninsula - Stanford Research Institute = DA 6-6200, Xt. 2176
Lockheed Missiles & Space Co. = DA 4-3311, Xt. 45776
(Jack Goldmann)

7 December 1961
"No-Host" Bar 6:00-7:00

Commissioned Officers' Mess
The Festive Board at 7:00

SLA SAN FRANCISCO BAY REGION
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Każdy na zebranie

SLA-CLA MEETING SPOTLIGHTS MACHINE ROLE IN TRANSLATION AND LEARNING

On November 4, 1961, the San Diego, Southern California and San Francisco Bay Region SLA Chapters, the California Library Association and many members of the U.C. School of Librarianship met on the Berkeley campus to learn of the latest developments in machine translation, and automated learning.

Dr. Sydney M. Lamb, Director of the University of California Machine Translation Project, outlined the elements needed for efficient use of machines in translation and progress that has been made in various areas. While the machine and procedures for its use have been developed, the complex of linguistic details with its variants in use and coverage, is still to be brought to the level of the machine. While rough translations are possible, translations thus far show flaws caused by the absence of the human element.

Dr. R. Mager and Mr. Harry Pfeiffer of Varian Associates led an animated discussion on "automated learning". Dr. Mager outlined seven aims of instruction and showed how machines may provide means for reaching these goals. The student is not bored, since he can progress at his own rate, and does not develop antipathy toward the subject. Difficulty is not equated with importance, indeed programming requires the breakdown of subject-matter into smaller units than customary in traditional techniques. Progress is recorded and criteria tests for achievement of objectives are given, for greater degree of change of behavior determined than with conventional means. Good teachers can do the same, but such teachers are rare. The use of machines allows the teacher to spread his best qualities farther. (cont'd. p. 16)

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Our chapter is being offered $100. To receive not only this welcome legal tender but national recognition as well, we need to have YOUR PARTICIPATION. The H. W. Wilson Company is offering a scroll and $100 to the SLA Chapter that accomplishes the most outstanding program in promoting a closer mutual acquaintance with library schools in the chapter area. With one of the nation's outstanding library schools in the heart of the chapter, the interest expressed by many members, and the Chapter's desire for a worthy project, you can readily see the possibilities.

Here's a national award and $100 for achievement in an area that should be as much a part of the Chapter's, and each member's, professional activities as answering a patron's reference question. We have three particular committees where you may swap talk for action while furthering the Chapter's attainment of both a goal and an award:

1. EDUCATION COMMITTEE - Mr. Russell Shank, U.C. General Library
   phone TH 5-6000, extn. 3775

2. RECRUITMENT COMMITTEE - Mrs. Betty Roth, Standard Oil Co. of California
   phone SU1-7700, extn. 2945

3. PROJECT COMMITTEE - Dr. Paul Kruse, Golden Gate College
   phone PR 5-5774

Industry and university - Dynamo of the 1961 Convention - The U.C. School of Librarianship - Key-figure in chapter activities. All these talents ready to guide our efforts, but you are the fuel. Do we have originality? Any ingenuity among us going to waste? These points coupled with the size of the public we reach will be major factors in judging achievement. Entry details are simple, available from the committees and need not be discussed here...so far we are just assuming you want to try for this well known award. Get with it! Call the Committees--Call another member and get them started. You will be amazed at how much you gain by taking an active role in such mutually stimulating efforts. Plans are underway, and some preliminary steps have been taken, but you will have to be interested enough to contact the Committees to discover the details.

After a memorable national convention, why not a national award?

ASSOCIATION AWARDS ---- NOMINATIONS REQUESTED

The time is at hand when the Chapter may submit nominees for two of SLA's major awards: The SLA PROFESSIONAL AWARD and the HALL OF FAME. Nominations and information concerning the nominees must be submitted to the appropriate SLA committees for consideration.

The purpose of the HALL OF FAME is to recognize those individuals who have made outstanding contributions to the growth and developments of SLA over a period of years. Recognition is granted near the close or following completion of an active professional career.

The SLA PROFESSIONAL AWARD is granted in recognition of notable professional achievement in, or contribution to, the field of special librarianship. A nominee may be an individual (or group), whether or not a member of SLA. Recognition is granted for specific contributions to the field of special librarianship and is presented at a time which is appropriate in relationship to the contribution made.

Your Chapter President is eager to receive your suggestions for nominees. Please forward your suggestions as early as possible so that they can receive full consideration both by the Chapter and by the awards committees.

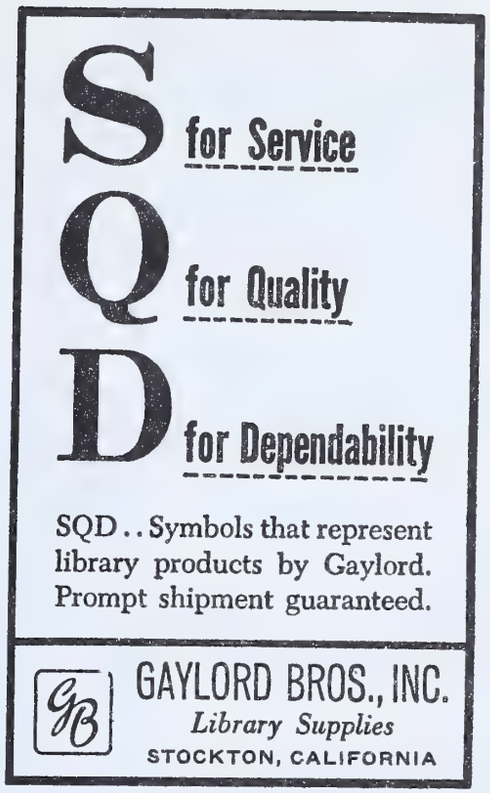
September at the Iron Duke

The first meeting of the year proved to be very cozy at dinner as more and more members continued to arrive. Officers for 1960-61 were introduced. Dr. Kruse gave us the good news that the Convention had realized a tidy profit, and also relayed a few of the many favorable comments received about the Convention.

A preview of Chapter meetings included an invitation from Dean Merritt for our members attending the CLA-SLA November meetings in Berkeley to visit the U.C. School of Librarianship classes.

Tentative offer of a basic course in machines and their use, to be sponsored by IBM, received wide interest.

Association business and Chapter project suggestions were reviewed before touring: the Asia Foundation, Crown Zellerbach, Mechanics Institute, San Francisco Public Library Business Branch, Standard Oil Co. of California and Wells Fargo libraries.



ALBERTA BROWN REVIEWS U.S. TRANSLATION ACTIVITIES

Harassed though she had been by plane cancellations due to weather along the Coast, Miss Brown did arrive for our dinner-meeting at the Canterbury Hotel on October 11. Personable and business-like, Miss Brown dismissed the trials of the day as routine for one who travels extensively to acquaint the Chapters with matters of national importance.

Interspersing interesting and amusing incidents and experiences among the statistics and raw data obtained from the extensive Survey of Translation Activities in the U.S. which was conducted under a grant from the National Science Foundation, Miss Brown urged all librarians to participate in the growth of the SLA Translations Center and the OTS collection by depositing with them copies of translations made by or for their library.

The history of the SLA Translations Center at the John Crerar Library was reviewed. The relationship of the Center and OTS, their cooperative efforts, service, cataloging and collections were discussed.

Certain portions of the statistics and data obtained from the national survey were read and commented upon. The complete report is now being studied and prepared for publication.

Project Committee Formed

Dr. Paul Kruse, now recovered from the arduous task of 1961 Convention Chairman, has accepted the duties of Project Committee Chairman for the Chapter. While some projects are already under consideration, Dr. Kruse welcomes your suggestions and interest in the Committee.

PINSPOT PROFILE

The General Electric Traveling Wave Tube Product Section Technical Library, Palo Alto. Miss Verna Van Velzer, Librarian

The G.E. TWT Product Section Technical Library represents a specialized collection of books, periodicals and documents on the fields of microwave electronics, physics, mathematics, and technology. Personnel from engineering, manufacturing, marketing and related fields come here for assistance in locating materials discussing developments in their fields of work. Full cataloging is maintained on all books (around 1500) and all documents (around 3000), and a comprehensive set of periodical indexes speeds access to periodical literature. Strategic periodicals are bound, and selected runs of back files are maintained for efficient reference. A monthly announcement of new acquisitions, the "LIBRARY LOOSE LEAF", is distributed to all members of the technical staff, who can return an order sheet to the Library for desired items. For fast, accurate retrieval, an accession number system is utilized for cataloging of documents. The accession number appears on document catalog cards which are produced by multilith offset printing. Analysis of documents is by personal author, title, and subject, and for simplification, a separate series catalog is maintained, The series catalog shows only corporate author, series number, and accession number in the call number position. This system has proved most efficient for handling the full cataloging of approximately 100 unclassified documents per month. A main entry card only is filed for classified material, and filing is by sequential log number. All systems in the Technical Library have been carefully designed for the consumption of minimum staff time while at the same time offering the most complete service possible.



VOTE ON U.S. COPYRIGHT LAW REVISIONS TO BE TAKEN

Chester, Lewis, Chairman of SLA Copyright Law Revision Committee, has provided the Chapter President with a copy of Recommended Revisions of the U.S. Copyright Law of Special Interest to Libraries, T-53, Aug. 61, prepared by the Copyright Office, Library of Congress. Recommendations cover Copyrightable Works; Rights of Copyright Owners; Unpublished Works; Duration of Copyright; Notice of Copyright; Registration and Deposit of Copies; International Aspects of Copyright; and Miscellaneous Problems.

We are requested to express the opinions of members, by tabulation, if possible. The 19-page summary is available on loan from the Chapter President. You are urged to review this document and note your opinions prior to the Chapter vote. Those who prefer will also find the Revisions discussed in Library Journal v. 18, p. 2622-2624, 2631, August 1961. SPECIAL LIBRARIES p. 514-21, Nov 1961.

These recommendations affect our work. They affect the Companies which employ us. As a Chapter let us give thought to the subject and support this SLA Committee by an every-member response.

CONTINUING EDUCATION FOR LIBRARIANSHIP------

How does the new Computer Reviews compare with Computer Abstracts and Mathematical Reviews? Do you know the details of the current arrangement between the National Library of Medicine and the American Medical Association for abstracting and indexing medical literature, and the publication of Index Medicus? Do you know about the pending split of Chemical Abstracts? Will a monthly abstract journal ever take the place of the Engineering Index card service? What role will the forthcoming British Technology Index play in engineering reference work? What's ahead for Business Periodicals Index? Do you know the new and useful reference books you can count on to answer those general questions about people, places and things that your clientele always assume you can come up with a few minutes before "speech" or "plane" time? What effect will "automatic" indexing have on reference publications? Will computer programers be the reference librarians of the future?

These are typical of the items that will be covered in a course on RECENT DEVELOPMENTS IN REFERENCE MATERIALS AND SERVICES IN BUSINESS, SCIENCE, AND TECHNOLOGY now under development by the Education Committee of the San Francisco Bay Region Chapter of The Special Libraries Association for presentation in cooperation with the School of Librarianship and the Extension Division of the University of California next spring.

Although plans are still being formulated, the course is tentatively slated to be a one-credit course, consisting of eight weekly class sessions in March and April. Classes will be held in the Laguna Street Extension Center of the University in San Francisco, with each two-hour session slated to begin at 7:30 P.M. The fee will be approximately $15. Each lecture will be given by an expert in the field covered. Although credit will be given for the course, such credit cannot be used to satisfy the requirements for degrees at the University of California.

While enrollment is open to anyone, the course is not a basic reference course: it will be aimed at the practicing librarian as an experience in up-dating his already acquired basic knowledge. Complete details of course coverage will be announced later. It is anticipated that the lectures will include the fields of business, mathematics, chemistry, physics, engineering, medicine, biology, public health, and general interest, with a special session devoted to an analysis of current trends in machines and publications with predictions for the future.

It is essential that the Chapter know as soon as possible the approximate number of potential registrants for this course. You are urged, therefore, to fill out and return the following form, or otherwise contact the Chairman of the Education Committee as soon as possible.

----------(clip here)----------

Mail to: Russell Shank, Chairman
SLA Education Committee, 245 Library
University of California
Berkeley 4, California

_____I am definitely interested in this course, and tentatively plan to enroll in it.

_____The following employees in my library will probably enroll in this course.

_____ _____
_____ _____
_____ _____

_____Comment _____

_____I am not interested in this course.

NOTE: THIS IS NOT AN ADVANCE REGISTRATION FORM. WE MUST HAVE INDICATION OF INTEREST. PLEASE COMPLETE AND RETURN FORM BY 27 DECEMBER 1961.

SYSTEM OF AUTOMATIC PROCESSING AND INDEXING OF REPORTS*

James Henry Kennedy and Lester Douglas Turner +

Lawrence Radiation Laboratory, University of California

Livermore, California

The rapidly increasing volume of new data in scientific and technical fields demands faster and better ways to communicate the new information to those concerned. A working system, System of Automatic Processing and Indexing of Reports (SAPIR), has been developed for doing this at the Lawrence Radiation Laboratory, Livermore, California. SAPIR makes use of the Keyword-in-Context Index principle, by which certain keywords, together with surrounding words that act as modifiers, are selected from the titles of the technical publications. These keywords with their modifiers serve as index entries from each title, therefore, there will be as many index entries generated as there are keywords contained in the title.

The index entries are sorted alphabetically by keywords. The first letters of the keywords in each of the index entries form a column in the printed format, which makes scanning for the sought-after item easier.

The SAPIR system is automatic and the list of citations is machine-generated on an IBM 1401 with a 4000-character memory. This same system for generating an index to reports also incorporates part of the activities required for generating library catalog cards.

The essential elements of this system are:

1. Flexowriter (electric typewriter with punch-paper-tape-punch and punch-paper-tape-reader) or key punch operation.

    a. Generation of library cards.
    b. Generation of punched paper tape with control symbols for computer operation.

2. IBM 1401 computer operation.

    a. First phase.

        1. Citation list printing on continuous multilith masters.
        2. Title records generation on magnetic tape.

    b. Second phase (title records processing)

        1. Nonsignificant word table.
        2. Table search.
        3. Index entry extraction.
        4. Card punching (per index entry) or generation of unsorted index entries on magnetic tape.

    c. Index entry tape sorting.
    d. Print sorted index entries on continuous multilith masters.

. Reproduce, collate, and distribute list with the index. The cost-time figures for preparation of a list of 400 citations with a SAPIR Index are approximately:

1..	Conversion of paper tape to paper tape...4 hours	$8	
2.	Conversion of paper tape to magnetic tape...1/2 hour	$1	
3.	IBM 1401 computer operation:		
	a. First phase ... 10 min.		
	b. Second phase .. 20 min.		
	30 min. ...	$5	
4.	Index entry sorting on the IBM 709 ...5 min.	$8.35	
5.	IBM 1403 printing of sorted entries..10 min.	$1.65	
6.	Computer operator's time ... 3/4 hr.	$3.00	TOTAL $27.00

The key punch or Flexowriter equipment which is part of any computer installation can be used by a library or information division for more than one purpose. With one keyboard operation, the key punch or Flexowriter produces cards or a tape, which in turn can be used to produce catalog cards, indexes, lists of citations, field-of-interest lists, etc.

The IBM 1401 is a relatively small computer that has been or will be installed in most organizations. Since the SAPIR programs were designed for a computer with a small memory capacity, the system will operate at a higher rate of efficiency with a larger IBM 1401.

For further details about SAPIR, consult UCRL-6510, SYSTEM OF AUTOMATIC PROCESSING AND INDEXING OF REPORTS, by J. H. Kennedy and L. D. Turner.

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Dean LeRoy Merrit Welcomes Chapters.....Roy Holleman Reviews SLA Board Meeting.

At the November joint meeting of the San Diego, Southern California and San Francisco Bay Region Chapters on the Berkeley Campus of the University of California our President was flanked by representatives of the U.C. School of Librarianship, Dean LeRoy Merrit, and Mr. Roy Holleman, U.S.C. Graduate Library School. Dean Merrit had invited the members to visit the School's classes during the 3-day meeting on the campus, and had arranged for the Chapters to enjoy the hospitality of the Faculty Club for the luncheon meeting.

Following the luncheon, and the introduction of the student guests, Dean Merrit spoke briefly of the recent developments and considerations of curricula changes at the U.C. School of Librarianship. While maintaining the traditions and high academic standards that have made the School so outstanding, the thought and preparation of added instruction to encompass current developments and future trends in librarianship dispel any idea that the University of California is maintaining a static, passive leadership in the field. Members were invited to view later the closed-circuit television (film) used to instruct new University students in the best ways to use library facilities on the campus.

Mr. Holleman reported in some detail the deliberations of the recent SLA Board of Directors meeting in New York. Attention was directed to the Copyright Law Revisions and the importance of each Chapter and Division of SLA forwarding their endorsements to SLA Headquarters (see p. 6). The budget of SLA was briefly reviewed. It was noted that the Constitution and Bylaws Committee has recommended that the Constitution and Bylaws be one single document. This will be considered by a membership ballot prior to the 1962 Convention.

Since Alberta Brown had recently addressed the Chapter on the Translation Survey (see p. 5), Mr. Holleman commended the thoroughness of the work and stressed the importance of the survey without reviewing the survey at length.

The H. W. Wilson Company Chapter Award was reviewed (see p. 4). The Board approved continuing the feature "Association News" as an insert in Special Libraries. The Board rejected the proposal to maintain a booth at the New York World's Fair.

After sketching some of the outstanding proposals to the Council of Library Resources and the National Science Foundation, and the work of Dr. Gerlach in planning the 1962 Convention in Washington, Mr. Holleman called our attention to the correct procedure for presentation of Chapter problems via the Chapter Liaison Officer.

The schedule for future annual Conventions was noted:

1962 - May 27-31 - The Sheraton-Park Hotel, Washington, D. C.
1963 - Denver
1964 - St. Louis
1965 - Philadelphia
1966 - Minneapolis
1967 - New York City
1968 - Los Angeles
1969 - Montreal
1970 - Detroit

ONE REFERENCE WORTH THOUSANDS

At a recent research colloquium held at Lockheed Missiles & Space Co., Palo Alto, Kenneth D. Carroll presented a detailed picture of the "Role of Literature Analysis in the Research Laboratory". After reviewing the statistical studies of the reading habits of scientists and the expotential growth of technical publications, the impossibility of a research scientist reading all technical writings in one discipline was illustrated. Mr. Carroll cited examples of research duplication costing one firm $250,000 and five years in research; of $200-million to $1-billion waste of government research funds which could be save annually through more effective information service. The activities and savings effected through professional search and analysis, both at Lockheed and elsewhere were examined. At Lockheed, for example, a 16-hour search by an information specialist unearthed sufficient data to support a successful request for $25,000 worth of laboratory equipment. One reference supplied by a literature search saved $20,000 in another instance. A literature review is always basic to competent research of any kind, and, when performed by specialists in information search and analysis, it increases enormously the available creative and productive time of the research scientist and engineer. Discovery of a single useful item might save a thousand manhours.

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SCHOLARSHIPS FOR GRADUATE STUDY IN SPECIAL LIBRARIANSHIP

SLA is offering three $1000 scholarships for the academic year 1962-63 for graduate study in special librarianship leading to a degree at an accredited library school in the U.S. or Canada. Scholarships are available to college graduates working in a special library, or with experience in a special library, recent college graduates or college seniors wishing to enter special library work. Obtain applications from the Executive Secretary, Special Libraries Association, 31 E. 10 St., New York 3, N. Y. Applications must be received by February 15, by the Chairman, Scholarship & Student Loan Fund Committee at SLA headquarters given above.

DETROIT HOSTS SLA METALS DIVISION MEETING

The annual Fall Meeting of the Metals Division in Detroit stressed recent developments in alloys and metallurgical research, particularly as exemplified in the automotive industries. The meeting, held in conjunction with the 43d National Metal Congress & Exposition, included a special session on "Economics in Research and Engineering Through Literature Searching" sponsored by the American Society for Metals. The Exposition, under the auspices of ASM, brings together a number of technical societies and exhibitors on an international level This allows Metals Division members to attend technical sessions of other societies and become acquainted with new processes, equipment and materials as well as attending their own sessions where the technical papers attract a great number of engineers from the other societies.

At the Michigan Chapter-Metals Division dinner, Eugene B. Jackson, SLA President, spoke on "Information Services-European Style". Mr. Jackson reviewed the recent European meetings of F.I.D. and the International Federation of Library Associations, and through the use of slides, acquainted the group with the leading figures in European information work. Although not a programmed event, Mr. Jackson was also host to many attendees who wished to tour and discuss activities at the General Motors Research Center's Research Library.

A day at the Ford Motor Company Scientific Laboratory again brought engineers swarming to SLA, and rightly so, for it included lecture tours of numerous laboratories, testing areas, and the attractive Research Library. After a stroll through the famed Ford Greenfield Village, lunch was served in the colonial Clinton Inn, one of the many original buildings in the Village. Following luncheon Dr. R. Guard, General Electric, reviewed production of man-made diamonds and phases of crystal growth techniques.

The SLA Metals Division Booth, a regular feature of the National Metals Exposition, again answered thousands of inquiries regarding SLA, details as to types of services performed by industrial libraries, specific reference questions, and distributed to booth visitors materials about SLA, new publications on metallurgy, and bibliographies. (The booth is staffed throughout the Exposition by SLA members attending the meeting.) K. D. Carroll of the Chapter attended, and as a member of the Division's Executive Council, reported on the compilation of an international directory, a Division project.

PITTSBURGH CHAPTER ESTABLISHES PROFESSIONAL COLLECTION

The Pittsburgh Chapter should receive kudos for an original and worthy project: the establishment of a "Professional Literature Collection". This break from the union-holdings-type project is planned as a special library on information handling and will be restricted to use by the Chapter members. The collection will include books, periodica and reprints from non-library journals on all aspects of library science and information handling. The collection will be supplemented with a "union catalog" of professional literature available in the area.

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MEMBERSHIP MANOEUVERINGS

We wish to welcome two new members to the chapter:

Mrs. Patricia M. Bauer, 223 Taurus Ave., Oakland 11.
Mr. David Miller who is with Advanced Reasearch, 3946 Fabian Way, Palo Alto.

The following SLAers have transferred to our happy fold:

Mr. Danny T. Bedsole - now associated with Aerojet General Corp., Sacramento.
Mrs. Ruth S. Burwash of 5745 Greenridge Rd., Castro Valley
Mrs. Mary E. Grinnell of 365 Cotton St., Menlo Park
Mr. James H. Kennedy of the Lawrence Radiation Laboratory...and co-author of our feature on p. 8-9.

We are happy to count you among those we will look for at the Christmas Party December 7, and delighted that you joined us in time for the festivities.

Because of space limitations we are not listing address changes in this issue, nor reinstatements. We do hope that those who have not forwarded the Editor or the President your library affiliation will do so....we would like to keep our records up-to-date.

For address or other membership changes (1) notify SLA Headquarters, N.Y., and (2) send a copy of your notification to Glenn Maynard, U.C. Lawrence Radiation Laboratory, Livermore

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Lorraine Pratt, Stanford Research Institute; Katherine Johnson, Varian Associates; and Eleanor Schmidt, IBM Advanced Systems Development, attended the national American Documentation Institute Convention in Boston, 6-8 November.

Kenneth Carroll attended the ASTIA-AIA Conference at Arlington Hall, Va. and Washington D.C., 16-18 October. The SLA Metals Division Fall Meeting and National Metals Conference and Exposition in Detroit, 25-27 October. The Aerothermoelasticity Symposium sponsored by the USAF Aeronautical Systems Division, Dayton, Ohio, 30-October-1 November. 1961 Computer Applications Symposium, Chicago 24 October.

(Other members have not reported activities. If members of your organization have been participating in conferences, or if you have staff changes, writings, travel, etc. which would be of interest to the BULLETIN readers, please notify the editor.)

KOMMEN SIE ZUR TAGUNG

Dec. 1-2 American Documentation Institute, Western Regional Meeting, Los Angeles.
For details of program contact: Mrs. Eleanor Schmidt (CY 7-2950, xt. 2563) Secretary of the local A.D.I. chapter.
Dec. 7 CHRISTMAS PARTY, Commissioned Officers' Mess, U.S. Naval Shipyard, Hunters Pt.
Jan. 23-28 ALA Midwinter Conference, Chicago, Ill.
(No SLA Chapter Meeting.)
Feb. 15 SLA Chapter Meeting: Dr. Raynard C. Swank, Stanford University.
Dinner at Student Union Bldg. Dr. Swank will address the members in the Rare Book Room, Main Library, Stanford University.
March 13 Joint Meeting of SLA Chapter and American Documentation Institute Chapter.
Jan. 10 Medical Librarians Assn. Meeting, Letterman General Hospital, San Francisco.

CONFERENCE ON LIBRARY STATISTICS

On June 5, immediately following the SLA San Francisco Convention, Dr. Frank L. Schick, Assistant Director, Library Services Branch of the U.S. Office of Education, Department of Health, Education and Welfare, held a one-day conference on library statistics in Sacramento at the California State Library. Representative librarians of schools, public, universities, special state libraries, library schools and the State Department of Education were in attendance.

The conference stressed the need for survey statistics in all phases of library work. UNESCO has requested basic data statistics which apply across the nation and to all libraries. Statistics for special libraries are not available. There is no specialist to coordinate special libraries.

Subject to approval of the SLA Executive Board, there will be an SLA survey, which it is hoped will run at the same time as the ALA survey, 1962. The aim is to create statistical standards; relating existing standards with existing statistics. Our effort must be in providing responses to the survey.

There is a real need for library statistics. We could help our cause in definition and standards by keeping better records in our own libraries, and then by returning the requested data when the survey is conducted.

Mr. Russell Shank represented University libraries, Miss Marjorie Griffin represented Special Libraries during the conference.

MEMBERS OFFERED BASIC COURSE ON MACHINE TECHNIQUES

It is a pleasure to announce that an elementary course in information processing methods and machines, under the sponsorship of I B M, will be offered interested members. The preparation of material for punch cards, the keypunch, sorters, printers and other basic equipment will be discussed, demonstrated, and used. This is a "do-it-yourself kit" designed for those uninitiated in this increasingly vital area of information services. No fee will be charged for the course; however, enrollment must be limited to the first 30 members who register. Those wishing to take advantage of this unique opportunity should contact Marjorie Griffin, IBM Advanced Systems Development, San Jose (CY 7-2950) without delay as indications are that enrollment requests will rapidly surpass the limit established. Classes begin Tuesday evening, January 9, 1962, and will meet for five consecutive Tuesdays. Class hours: 5-7:00 p.m. Place: The IBM Center, Market Street, San Francisco.

List of Russian Scientific Journals Available in English is the title of a recent publication of the National Science Foundation, Office of Science Information Service, Washington 25, D. C. (Publication NSF 61-66, Aug. 61) Information is presented on availability, source and cost of Soviet journals which have been translated into English. 126 titles have been arranged in alphabetical order according to the transliterated Russian title. The title appearing on the English edition is given in parenthesis. The introduction carries valuable information as to sources for other publications dealing with translations of Soviet scientific-technical writings.

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Automated Learning

Mr. Harry Pfeiffer discussed various teaching machines currently in use. Three programs in particular were presented: TV teaching with audience participation by means of a keyset which transmits answers to teacher for recording, and has means of informing student of correct or incorrect answer by means of a light. This system is promising, but thus far there are not enough experimental data collected on the success of the system.

The second system discussed was the Norman Crowder branching program, using a rearscreen projector and microfilm reader with answering buttons (Mark I and II).

The Plato System (University of Illinois) was the third program outlined. The student has an alphanumeric keyboard, and observes a TV set. Material is programmed with slides and an electronic blackboard. The rate of speed of answer is clocked, with progress determined by correct answers. A help button provides a subroutine which, when completed satisfactorily, leads back to the main program. Reversal is also possible. Time elapsed between answers and the number of times help is requested is recorded.

The need for large multipurpose computers in teaching has not yet been determined. Despite flexibility and memory, the equipment is too fast, too costly when not in use and too complex in language for wide general use.

LIST OF SCIENCE SERIALS AVAILABLE

An extensive list of serial titles currently received by the Linda Hall Library is presented in their Bulletin No. 8, which supersedes an earlier listing issued in 1958. A limited number of copies of this list is available on request to Linda Hall Library, 5109 Cherry Street, Kansas City 10, Mo.

SPRING JOINT COMPUTER CONFERENCE INVITES SLA IDEAS

We have been invited to submit suggestions for an afternoon session devoted to the information retrieval problem since it is of mutual interest to librarians, record management groups, and medical association groups. This session is intended as a down-to-earth, but general presentation of the futures of computers and their impact. At the close of the session, equipment discussed may be seen in operation.

The Spring Joint Computer Conference is sponsored by the American Federation of Information Processing Societies, and is to be held in San Francisco May 1-3, 1962, at the Fairmont Hotel. You are urged to submit suggestions to Miss Griffin. This is a most considerate offer on the part of the Conference planners to allow you to make the program of value and interest to you and to our SLA Chapter....do not allow such thoughtfulness to go unrewarded. Call Marjorie Griffin.

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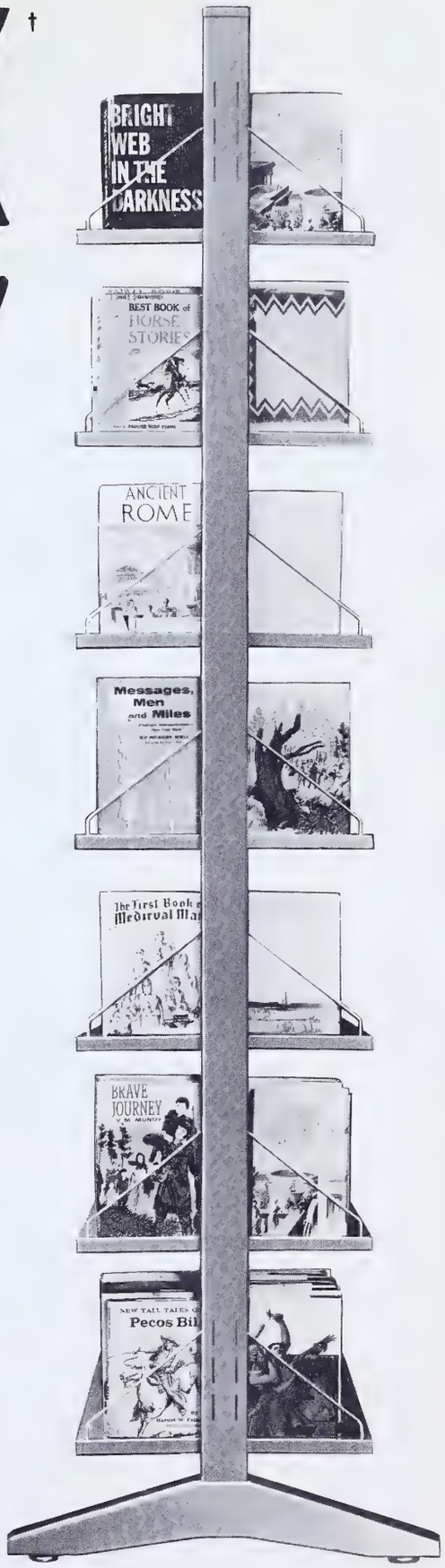
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LIBRARY STATISTICS

STATISTICS OF LIBRARIES, compiled by John Carson Rather and Nathan M. Cohen of the Library Services Branch of the Office of Education, brings together an "annotated bibliography of recurring surveys" which publish library statistics on either national, regional or state scale. Coverage includes education for librarianship, school, college and university, public and special libraries. Copies of the bibliography may be obtained free from: Publications Inquiry Unit, Office of Education, U.S. Department of Health, Education and Welfare, Room G-115, South Building, Washington 25, D. C.

GUIDE TO SCIENTIFIC GROUPS OF MAINLAND CHINA

Chi Wang of the Library of Congress' Science & Technology Division, has compiled MAINLAND CHINA ORGANIZATIONS OF HIGHER LEARNING IN SCIENCE AND TECHNOLOGY AND THEIR PUBLICATIONS: A SELECTED GUIDE. The 104-page publication provides a comprehensive listing of the organizations, their publications, and descriptive information about the organization. The publication may be purchased for 55¢ from the Superintendent of Documents, U.S. Government Printing Office, Washington 25, D. C.

ELEANOR S. CAVANAUGH SCHOLARSHIP AWARDED PAKISTANI LIBRARIAN

The SLA Scholarship & Student Loan Fund Committee announced that a fourth grant of $1,000 has been awarded to Almuzaffar A. G. Kahn of Pakistan, to enable him to study for his master's degree at the School of Library Science, Western Reserve University, Cleveland, Ohio. Mr. Kahn is senior librarian at the Council of Scientific Industrial Research, Karachi, Pakistan.

TECHNICAL LIBRARIAN

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SPECIAL LIBRARIES ASSOCIATION/

SAN FRANCISCO BAY REGION CHAPTER

MEETING -- THURSDAY, FEBRUARY 15, 1962
NATIONAL DOCUMENTATION CENTERS IN THE DEVELOPING COUNTRIES OF THE WORLD
THE USSR INSTITUTE OF SCIENTIFIC INFORMATION
Dinner: 6:15 - 7:15 - Price $2.85. Stanford Union
Program: SPEECH BY DR. RAYNARD SWANK
IN THE RARE BOOK ROOM, STANFORD
LIBRARY

Thursday, February 15 is the next meeting of the Bay Area Chapter of Special Libraries Association, and we feel it will be an interesting one for all of us. Dinner will be served for the group at the Stanford Union at 6:15. There will be no "happy hour" before the dinner, since no liquor is served on the campus. After dinner we shall move on to the Albert M. Bender Room (Rare Book Room) at the Main Library. There will be an exhibit on hand to show those interested the collection in the Bender Room. The meeting will begin at 7:30.

Dr. Raynard Swank, Director of University Libraries, will be our speaker. His topic will be two-fold: National Documentation Centers in the Developing Countries of the World, and The USSR Institute of Scientific Information.

For the past two years Dr. Swank was on assignment from Stanford as Director of the A. L. A. 's International Relations Office and, as director, his job entailed extensive international travel during which he conferred with and assisted local officials in the development of libraries and library education.

Dr. Swank also served as general host and manager of the four Russian librarians during their visit to this country in 1961. He was one of the seven American delegates who visited over forty libraries in Russia during the summer of 1961.

It is a rare privilege for our group to hear first hand some of the observations on what libraries and librarians are accomplishing in Russia and throughout the world.

You are reminded that the Chapter has several items of business needing your consideration, your participation and your voiced opinion. Some of these items may be presented for your suggestions or action at the February 15 meeting:

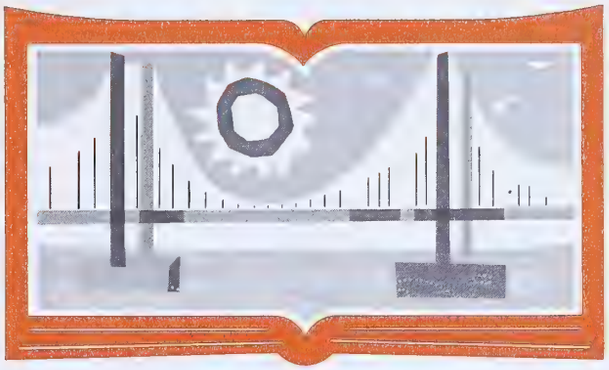
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Awards - The SLA Hall of Fame, The H. W. Wilson Award, SLA Professional Award

BE A FULL TIME MEMBER BE READY TO CONTRIBUTE

Reservations must be in by NOON, MONDAY, FEBRUARY 12. Mail in the attached form, or call:

San Francisco:	Standard Oil Co. of Calif.	-	SU 1-7700 ext. 2946
East Bay:	Shell Development Company	-	OL 3-2100 ext. 526
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SPECIAL LIBRARIES ASSOCIATION /



SAN FRANCISCO BAY REGION CHAPTER BULLETIN

MEETING -- THURSDAY, FEBRUARY 15, 1962

NATIONAL DOCUMENTATION CENTERS IN THE DEVELOPING COUNTRIES OF THE WORLD

THE USSR INSTITUTE OF SCIENTIFIC INFORMATION

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Mail in the attached form, or call ....

San Francisco: Standard Oil Co. of Calif. - SU 1-7700 ext. 2946
East Bay: Shell Development Company - OL 3-2100 ext. 526
Peninsula: Stanford Research Institute - DA 6-6200 ext. 2176

How to get there? See and keep for ready reference the map on page 18.

SLA SAN FRANCISCO BAY REGION
CHAPTER BULLETIN

Vol. 32, No. 3
February 1962

Kenneth D. Carroll, Editor
Mark H. Baer, Advertising Manager
Reporters - The 250 members of the Chapter

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For rates on advertising write:

Mark H. Baer
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934 Charter, Redwood City, California

MANUSCRIPTS

Members are urged to submit items for publication and assist the BULLETIN in reflecting Chapter news, activities, ideas, and opinions. The BULLETIN will be published October, December, February, APRIL and June. Copy deadline is 15th of month preceeding issue. Address copy to K. D. Carroll, Lockheed Missiles & Space Co., Technical Information Center, Palo Alto, California.

POLICY

Although the BULLETIN is the official publication of the Chapter, the content of articles and editorials is not to be construed as representing the official position of the Chapter.

CHAPTER OFFICERS 1961-62

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Vice Pres. and Pres. Elect	Mr. Glenn R. Maynard	HI 7-1100
Secretary	Miss Marie Abbruzzese	UN 3-0733
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YOUR TOUR DIRECTRESS . . .

Mrs Atsumi Minami, is a librarian at the University of California Medical Center Library.

She is a graduate of Tsuda College in Tokyo, taught Japanese, Oriental History, and English in girls' high schools in Japan, and was also on the editorial staff of the Japan Tourist Bureau in Tokyo at one time. Immediately after World War II, she served for the C.I. and E. (Civil Information and Education Section) of the Eighth Army stationed at Shizuoka Prefecture, Japan, as an educational adviser and interpreter-translator.

After receiving her Master of Library Science degree from the University of California in Berkeley, she spent one year in the San Francisco State College Library before joining the staff of the University of California Medical Center Library.

For the past six years, she has also been serving as the San Francisco and Bay Area radio-interviewer for the Voice of America, Japanese Desk, originating in Washington D. C. She has made the acquaintance of many outstanding visitors from various fields in Japan through her work with this organization.

She is a member of the American Librarians' and the American Medical Associations.

TOUR FEATURES

Special arrangements have been made for you to visit ...

Libraries - Ueno, National Diet, and Keio University Libraries.

Entertainment spots - Kokusai, Kabuki, Kaburenjo, O. S. Music Hall, and Bunraku theaters; Queen Bee nightclub and Cabaret Universe; and Shirobasha Coffee Shop.

Restaurants - Tokyo Kaikan, Chinzanso, Fujino's, Junidanya, Edosan, and other outstanding restaurants too numerous to mention.

Other interesting places such as Teshigawara School of Flower Arrangement, Fujihara Ceramic Factory, Kigyo Silk Mill, and Folk Craft Museum.

Your accommodations in Japan feature only the top flight hotels such as, Imperial, Fujiya, Kanaya, Osaka Grand, and Sumiya Inn - an outstanding Japanese inn.

LIBRARIANS' SPRING TOUR OF JAPAN

April 8 (Sun.) SAN FRANCISCO - HONOLULU - TOKYO

Leave from San Francisco International Airport via Pan American Jet Clipper flight #1 departing at 9:00 A.M.

En route, a short stop will be made at Honolulu.

Due to crossing the International Date Line, you will lose this one day during your flight.

April 9 (Mon.) TOKYO

After an actual flying time of thirteen and one-half hours between San Francisco and Tokyo, you will arrive at Tokyo International Airport at 6:50 p.m.

Upon your arrival, our representatives will meet and assist you through customs, and escort you to your famed hotel in Tokyo.

In the evening, a special "Get-together" dinner will be enjoyed in the main dining room of the hotel.

Accommodations at Imperial Hotel

April 10 (Tue.) TOKYO

Leave on your morning tour visiting the Imperial Palace Plaza and enter the inner enclosure containing the residence of the Imperial family and the official buildings of the Imperial Household.

Continue on your tour visiting the National Diet Library located in the impressive Akasaka Detached Palace.

Leave the library for Mingeikan, or Folkcrafts Museum. On display are examples of ceramic-ware, paper, dyed textiles, wearing apparel, household articles, and every specimen hand-made from materials indigenous to Japan. This display contains folkcraft samples from every province in Japan, making it the most extensive collection of its kind in the country.

For luncheon, you will enjoy an outdoor Ghenghis Khan type of barbecue at the delightful Chinzanso Garden Restaurant located in the midst of a lovely seventeen acre garden.

After lunch, you will continue to Ueno Park where an inspection tour will be made of the Ueno Library. This library is a branch of the National Diet Library and is the largest library in Japan as far as the number of books is concerned. It contains 1,070,000 volumes (March, 1950).

Also at Ueno Park, you will visit the National Museum, the largest museum in the country, containing exhibits of ancient paintings, ceramics, sculpture, lacquerware, textiles, metal works, and calligraphy on display in its twenty-five showrooms.

Leave the museum for the Mitsukoshi department store to watch a Japanese bridal trousseau showing. The vast array of goods stocked by this department is a continual source of amazement to visitors.

In the evening, you will dine at Tokyo Kaikan, one of Tokyo's largest and finest restaurants where you may choose between French, Western, Japanese, or sea food dinner served in the prunier section.

For your after dinner coffee, you will visit the elaborate Shirobasha Coffee Shop, as fabulous a place as any nightclub or theater that you will ever see. Must be visited to be appreciated.

Accommodations at Imperial Hotel

April 11 (Wed.) TOKYO

A morning visit will be made to the Teshigawara School of Flower Arrangement where a demonstration in this art will be given.

Leave the school for a visit to the Keio University Library where you will be able to observe their methods used in teaching librarianship.

You will enjoy your luncheon at Inagiku Restaurant whose specialty is "Tempura", or deep-fried shrimps and vegetables in batter.

In the afternoon, if scheduled, you will visit the Nogakudo theater to see the highly symbolic Noh play.

For dinner, you will dine at Fujino Restaurant, which features "Okaribayaki", a succulent barbecue dish of tasty Kobe beef and vegetables, cooked to order at your table.

You will leave for your evening tour of the city visiting first the Kabukiza theater to watch a performance of the classic Kabuki play.

Leave the theater to sample the exciting nightlife of the city visiting the glittering and glamorous Queen Bee nightclub, one of the top nightclubs in Tokyo, to enjoy the lavish floor show.

Continue to Mita, a Japanese-style restaurant, where you will be entertained by Geishas with their songs, dances, and games as you are enjoying your "Sake", or Japanese rice wine, and hors d'oeuvres.

Accommodations at Imperial Hotel

April 12 (Thu.) TOKYO - NIKKO

All morning will be free for your personal activities.

Leave Tokyo from Asakusa station via a limited express train departing early afternoon and arriving in Nikko mid-afternoon.

You will be driven by motor-coach to your hotel through the avenues of thousands of towering cryptomeria trees planted centuries ago.

Your accommodations will be at a comfortable hotel nestled among a grove of trees in the midst of Nikko National Park.

Accommodations at Kanaya Hotel

April 13 (Fri.) NIKKO - TOKYO

In the morning, you will leave on a sightseeing tour of Nikko National Park, which is noted for its magnificent mountain scenery.

This mecca for tourists in Japan is famed for its impressive Toshogu Shrine, one of the few richly ornamented structures in Japan. Equally impressive is the ornate Yomeimon Gate with its elaborate carvings set in gold.

Continue on your tour to beautiful Lake Chuzenji and the Kegon Waterfalls.

You will leave from Nikko via a limited express train departing late afternoon and arrive in Tokyo in two hours. Your accommodations will be at one of Tokyo's most luxurious hotels located in the heart of the Ginza area.

Accommodations at Ginza Tokyu Hotel

April 14 (Sat.) TOKYO-YOKOHAMA-KAMAKURA-MIYANOSHITA

Leave the hotel in the morning for Kamakura, stopping en route at New Grand hotel in Yokohama for a refreshing cup of tea.

Continue to Kamakura where you will visit the much-photographed Daibutsu, the famed outdoor Buddha.

Luncheon will be enjoyed at the Enoshima Kanko Hotel located on the shores of Katase beach near Kamakura.

Leave for Miyanoshita passing through the verdant beauty of Hakone National Park.

Your accommodations will be in the Flower Palace section of the hotel considered to be the top resort hotel in Japan, and will also feature the finest in European-type cuisine.

Accommodations at Fujiya Hotel

April 15 (Sun.) MIYANOSHITA

The whole day will be free for you to enjoy the many pleasure facilities of the hotel or to go for a stroll and browse in and around the many quaint shops located in this picturesque area.

Accommodations at Fujiya Hotel

April 16 (Mon.) MIYANOSHITA-NUMAZU-NAGOYA-ISE-YAMADA - KASHIKOJIMA

Leave the hotel in the morning for Numazu, taking t Scenic route passing along the shores of Lake Hakone.

You will board a limited express train at Numazu, enj your lunch in the dining car, and arrive in Nagoya at 1: P.M.

At Nagoya, you will change trains for Uji-Yamada, t site of the sacred precincts of the Ise Grand Shrine, whe you will visit the foremost Shinto Shrine in Japan.

Contrasting dramatically with Nikko, though ancient design, its richness of expression through simplicity structure touches most deeply the hearts of the Shintois

Leave Uji-Yamada for Kashikojima where your hotel, b ing ideally situated on a summit, affords you a Japane print-like view of beautiful Ago bay.

Accommodations at Shima Kanko Hot

April 17 (Tue.) KASHIKOJIMA - TOBA - KYOT

All morning will be at your leisure.
After lunch, you will visit Mikimoto's famed Pearl Islar where you will see how these internationally-known cu tured pearls are scientifically produced.

Leave the island via rail for Kyoto arriving in time f dinner.

Your accommodations will be at a first-class Japanese ir where you will experience a superb but discreet type service not encountered in any Western-style hotels.

Accommodations at Sumiya In

April 18 (Wed.) KYOTO

In the morning, through special permission obtained fro the Imperial Household, you will visit Katsura Imperi Villa, a masterpiece of Japanese architecture and lan scape gardening, and regarded as the highest expressio of the Japanese idea of beauty.

Continue to Saihoji Temple to visit the exquisite mos garden of the temple.

Leave the temple for Ryoanji Temple to see the fame esoteric rock and sand garden, a garden which contair no trees or shrubbery, but rocks and stones artisticall arranged on white sand.

Leave in the afternoon to visit the Old Imperial Palac known for the pleasing simplicity of its architecture; th Nijo Castle, noted for its architectural beauty and it elaborate interior decoration; and the vermilion-colore Heian Shrine, a famed Shinto Shrine.

In the evening, you will enjoy a steak dinner at Suehir restaurant.

After dinner, you will leave on your tour visiting the Sho ren-in Temple where the "Koto", a traditional 13 strin horizontal harp, will be played by girls in the beautifu temple garden.

Leave the temple for Saami, a typical Japanese restauran where gaily dressed "Gion Geisha" and "Maiko" girls wil entertain you with their songs, dances and games, while you are enjoying your "Sake" and hors d'oeuvres.

Accommodations at Sumiya In

April 19 (Thu.) KYOTO

Leave in the morning for a visit to the Fujihara Ceramic Factory where you will see skilled craftsmen at work producing beautiful ceramic-ware for which Kyoto has been famous for centuries.

Leave the factory for a woodblock print studio located in the private residence of an artist. Here you will see artisans whose skill has been handed down from generation to generation working and creating fine works of art for which Japan is justly famous.

You will lunch at "Kikusui", a delightful Japanese-style restaurant which has a beautiful landscape garden.

After lunch, a demonstration of "Bonseki", or the art of creating landscapes with stones and sand on black lacquer-

ed trays as a form of decoration, will be shown.

Leave the restaurant for a visit to the Kigyo Silk Mill to see how world-famed Japanese silk fabrics are woven and manufactured.

Continue on your tour to the Daitokuji Temple to enjoy the classical tea ceremony as demonstrated by the "Omotesenke" School of Tea Ceremony.

Leave the temple for Doshisha University to watch skilled performers put on a demonstration of Judo, or the art of self-defense without weapons, utilizing the opponent's strength to one's own advantage.

In the evening, you will dine at Junidanya restaurant, an excellent restaurant noted for its fine cuisine and featuring "Beef Mizutaki" as its specialty.

After dinner, by a special arrangement, you will be brought as a guest into the private home of a Japanese family in order for you to see at first hand the home-life of a typical middle class family.

Accommodations at Sumiya Inn

April 20 (Fri.) KYOTO

This morning, you will go to Kameyama and board a flat-bottomed boat to "shoot the rapids" of the Hozu river along a thrilling eight-mile course winding through narrow gorges and ravines.

The cherry blossoms in bloom on the mountainsides make this an especially delightful trip.

Luncheon will be served at a restaurant overlooking the river at the terminus of your ride.

In the afternoon, you will go to the Kaburenjo theater to see the colorful "Miyako Odori", or the Cherry Blossom Festival Dance, performed by the leading Geishas in the area.

In the evening, a special Sukiyaki dinner will be enjoyed at the Nakamura-ro restaurant with Geishas in attendance to entertain you with their songs, dances, and games.

Accommodations at Sumiya Inn

April 21 (Sat.) KYOTO

This entire day will be free for you to do as you please.

Accommodations at Sumiya Inn

April 22 (Sun.) KYOTO-NARA-HORYUJI-OSAKA

Leave in the morning for nearby Nara, the ancient capital of Japan and considered to be the fountainhead of Japanese art and culture.

In this placid city, you will visit the graceful five-storied Kokufuji Pagoda, Deer Park, the huge Todaiji Temple housing a colossal Bronze Buddha, and Kasuga Shrine which is noted for its thousands of stone and brass lanterns.

You will lunch at the Edosan restaurant where you will enjoy "Wakakusanabe", a Japanese style Bouillabaise described by James Mitchener as the "tastiest dish in Japan". After lunch, en route to Osaka, you will visit Horyuji Temple, the oldest existing temple in Japan, being founded in 607 A.D.

Among the buildings you will visit at this temple will be the graceful five-storied pagoda. Although it is one of the oldest wooden buildings in the world, nevertheless, it was completely dismantled during the war and now has been reassembled using the identical timber used in the original construction. This was possible only because no nails were used in the original construction. Rather, the building was fitted together, piece by piece, according to Japanese carpentry technique.

Leave the temple for Osaka where you will stay at a recently constructed hotel noted for its luxurious accommodations.

In the evening, you will go on your night tour of the city visiting first the Osaka Shochiku Music Hall where you will enjoy a lavish stage extravaganza.

You will continue to the Tsutenkaku Tower (686 feet high), which offers a superb view of this bustling city at night.

Then for the highlight of the evening, you will visit Cabaret Universe, one of the plushiest cabarets in the Orient. It features complicated automated staging of its mammoth shows which would make Hollywood blush in envy.

Accommodations at Osaka Grand Hotel

April 23 (Mon.) OSAKA - TAKARAZUKA - OSAKA

In the morning, you will visit Takarazuka City, an entire city built for entertainment.

After lunch at the Takarazuka Hotel, you will go to the Takarazuka Theater where you will watch a dazzling performance of the famed all-girl dance troupe, featured in the motion pictures "Sayonara" and "Cinerama".

In the evening, after your return to Osaka, you will attend a performance of the Bunraku Puppet show at the Bunrakuza theater, if a performance is scheduled.

These puppets being two-thirds life size require the perfect coordination of three men to operate the facial movements, the arms and legs, of each puppet.

Accommodations at Osaka Grand Hotel

April 24 (Tue.) OSAKA - KOBE - TAKAMATSU

All morning will be at your leisure.

You will leave for Kobe in time for you to board the afternoon sailing of the luxury steamer Murasaki Maru, for a leisurely cruise to the port city of Takamatsu on the island of Shikoku.

On this daylight cruise, you will view the unparalled beauty of the scenic Inland sea as you sail along passing the indented coastline rich in white sand and green pine trees, wending your way through the thousands of mist-shrouded islets dotting the sea.

In the evening after your arrival, you will be taken to a Japanese inn for your accommodations.

Accommodations at Kawaroku Inn

April 25 (Wed.) TAKAMATSU-UNO-OKAYAMA-OSAKA

Leave on your morning tour visiting Ritsurin Park, a Japanese landscape garden skilfully laid out in a 130 acre area in such a way that it harmonizes with the forests of magnificent pine trees which serve as a backdrop.

Continue to Yashima plateau, a tableland noted for its historical associations, and from whose summit may be had an outstanding view of the Inland sea.

Leave Takamatsu by ferry for Uno where you will transfer to a motor-coach for Okayama.

After lunch at the Okayama Hotel, you will visit Korakuen Park, one of the three most celebrated parks in Japan. The garden which covers about 22 acres has pavilions, ponds, cascades, and magnificent trees. It also contains maple, cherry, and apricot groves which afford beautiful contrasts in their respective seasons.

Leave Okayama by rail for Osaka where you will be transfered by motor-coach to your hotel.

Accommodations at Osaka Grand Hotel

April 26 (Thu.) OSAKA - TOKYO - DEPARTURE

In the morning, you will board the crack limited express train "Tsubame" for Tokyo, arriving at 3:30 P.M.

You will enjoy your lunch aboard the train in the dining car.

After your arrival in Tokyo, you will be transferred to the Imperial hotel where two rooms will be reserved for your tour group for the day until departure for Haneda airport.

Your tour comes to an end upon your arrival in Tokyo.

For those who wish to stay longer in Japan, or continue on to Hong Kong, Bangkok, etc. we will be happy to make the necessary arrangements upon request.

IT-JATBS-6601

TOUR CONDITIONS

TOUR FARE:

All-inclusive 19-day tour of Japan (on a 2-in-1 room basis), including roundtrip jet airfare between San Francisco and Tokyo.

$1385.00 via tourist-class air transportation
$61.50 Suplementary charge for single occupancy.

TOUR FARE INCLUDES:

Roundtrip air fare via Economy Jet; all hotel rooms and meals from table d'hote menu; all ground transportation and sightseeing tours as outlined in the itinerary; guides; admission fees; transfer of normal baggage between airports, rail stations, and hotel; and also includes tips while on scheduled tour.

NOT INCLUDED:

Passport and Consular fees; transportation and handling of unaccompanied baggages; transportation of heavy baggages in excess of the above limit; tips on items of special or personal nature; insurance charges; conveyances used for private purposes; room service charges; airport taxes; wines, mineral water, beverages, laundry, and all other expenses of purely personal nature.

MEMBERSHIP:

Membership for this tour is made by submitting a $100.00 advance tour deposit. Balance is due 30 days before scheduled tour departure. All advance deposits are refundable up to two weeks before departure. Cancellation within two weeks of departure will be charged $15.00 service charge.

PAY LATER PLAN:

This trip described in this folder may be purchased on - GO NOW PAY LATER PLAN; 10% down and the balance in 3-20 months. Book for the tour in the usual manner and request time payment information.

TRAVEL DOCUMENTS REQUIRED:

Valid passport, Japanese visa, ar l a certified International Certificate of Inoculation for Smallpox required for Japan.

RESPONSIBILITIES:

Japan American Travel Bureau, and travel agents selling this tour act only in the capacity of agents for the passenger in all matters relating to travel, whether by airplane, railroad, boat, motor coach, motor car, or any other means and as such assume no liability for any injury, damage, loss, accident, delays or changes beyond their control. The right is reserved to revise the schedule or omit or substitute any features according to conditions. No refund whatsoever will be made on meals, sightseeing services or other portion of the tour not taken. The air and steamship lines concerned are not to be held responsible for any act, omission or event during the time the passengers are not on board their planes, ships or conveyances. The passage ticket in use shall constitute the sole contract between the air and steamship lines and the purchaser and/or passengers.

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TUUM EST

The time has come to think of officers for the 1962-63 year. The Nominating Committee has been selected, and members will be calling upon some of you to give your services. In the interest of an active organization I would urge each of you to respond if called upon for office, and certainly plead for all to respond in filling out the ballot.

To contribute his services to his professional organization is the obligation of each member of an association; indeed, the degree to which he participates is a measure of his professional status. A dynamic organization is the result of participation by all members.

New members grow in interest as they become aware of problems at individual, chapter, and association level; they benefit as they find, through comparisons, a clearer perspective of their own positions. Recognition of Special Libraries will be a byproduct of an active membership which strives towards higher standards in professional advancement and better service to clientele.

In another vein, it is only through your comments that we have an evaluation of Chapter activities...the programs, the classes offered, etc. Let us know your reactions and evaluation of Chapter offerings.

---- Marjorie Griffin

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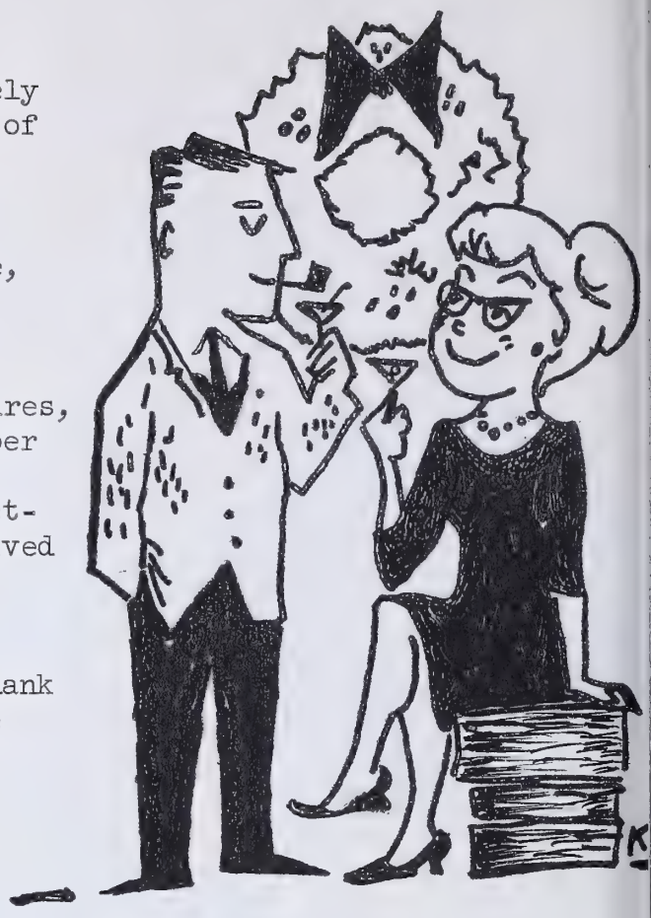
---AND A GALA TIME WAS HAD BY ALL

Librarians abandonned their usual serious demeanor and strict shop talk to indulge in a purely social evening - the first annual Christmas Party of the Chapter, held at Hunters Point Officers' Mess. Needless to say, it was a huge success.

Seventy-five librarians and spouses were there, enjoying the very merry social hour, excellent dinner, and ingenious mixer-bingo game devised by Marjorie Griffin. Before the evening was over, each participant had corralled twenty-five signatures, and probably been introduced to at least that number of new faces. Lucky winner of the event was Don Gholston, new librarian at Calresearch. For selecting signatures from all the right people, he received the very handsome "Doubleday Pictorial Library of Science", donated by Staceys.

Special thanks are due to our host, Russell Shank Without his sponsorship, we would not have had the use of the Officers' Mess.

-- Marilyn Johnson



LAW LIBRARIANS HONOR ELIZABETH FINLEY

San Francisco Law Librarians honored Miss Elizabeth Finley, National President, American Association of Law Libraries, at a dinner meeting on January 8. The program included a review of the preliminary plans and arrangement for the AALL 1962 Annual Meeting to be held in San Francisco at the Jack Tar Hotel, July 1-5, 1962. Miss Finley who is librarian for the firm of Covington and Burling, was the AALL official representative and symposium participant at the dedication of the new United Nations Dag Hammarskjold Library in New York City on November 17-18, 1961. She is also an active member of the Washington, D.C. Chapter of SLA.

-- Amy Rose

LIBRARY STATISTICS, THE COST OF LIBRARY MATERIALS: PRICE TRENDS OF PUBLICATIONS (2d printing) is now available from Publications Inquiry Unit, U.S. Office of Education, Washington 25, D.C. as Report OE 15029A. The report, prepared by W.H.Kurth and F.L.Schick, contains data on comparative costs of books and periodicals in the period 1947-1960. The first printing of 3200 copies was exhausted within one month of publication.

WHAT'S YOUR STANDING? DUES ARE DUE

The Membership Chairman wishes to remind those who may have neglected to pay their 1962 dues that they are now due and payable to SLA Headquarters, 31 E. 10th St., New York. If not paid by MARCH 1, 1962, your name is automatically dropped from membership No one wants this to happen.

The Chapter has increased by 34 members since July 1, 1961: 13 are new members, 15 transferred from other chapters, and 6 are reinstated members. During this time we lost 5 members to other chapters, and one dropped membership in the SLA. We now have a total of 267 members.

Our growth during the past six months has been good. It is a lively year--don't spoil it by neglecting renewal.

GRAB YOUR CHECKBOOK, if you are among those who have been remiss, and PAY YOUR DUES TODAY!

PINSPOT PROFILE

The Cutter Laboratories Library — Berkeley, California

The Cutter Laboratories Library is administered by the Research Division and serves the research staff at Berkeley. Since Cutter Laboratories manufactures biochemicals and pharmaceuticals, the library is devoted primarily to biomedical and chemical literature. The library serves about fifty research scientists representing a variety of the medical sciences, about ten scientists in medical and chemical control departments, and various sales, legal, and executive personnel. The library collection totals over 7,000 bound volumes, and is receiving some 400 serials. Physically the library consists of a reading room, where the current serials and reference collection is maintained; a stack room, where books and the bound serials are shelved; a work room; and a do-it-yourself charging desk in the Librarian's office. A branch library has recently been enlarged to better serve the pharmacology and organic research departments. The main library has a microcard and microcard reader, and offers photoduplication service. The staff consists of the librarian and an assistant librarian.



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--Elizabeth Roth

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Clipping this coupon signals your support of a fairly simple experiment, the first step. If enough Chiefs participate or delegate a proper assistant, the Recruiting Chairman will take these offers to the Dean, U.C. School of Librarianship, to see if one piece of time in April or May can be carved out--morning, afternoon, or late afternoon. If he approves, each Chief Librarian will himself formally invite a small group of students to his own library, transporting them from Sather Gate and back, hosting them for lunch, or for coffee for a few hours. The number of students interested is not now known. What we need to know is how many of us have our heads turned toward the future of special librarianship and are willing to use one day to show our successors the fascinating fields in which we work.

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MAIL TO: Mrs. Elizabeth Roth., Standard Oil of California Library, 225 Bush., San Francisco, California

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LIBRARIANS' TOUR & HOLIDAY IN JAPAN

On April 8 a PanAm Jet will soar away from San Francisco and a 19-day tour of Japan during Cherry Blossom Time will be underway. This is a special tour planned for librarians and directed by one of San Francisco's very active ALA and MLA members, Mrs. Atsumi Minami of the U.C. Medical Center Library. The National Diet Library and other famous libraries, of course, are to be visited, but the tour will include every visual and cultural stimulant that can be fitted into 19 days of delight---- from libraries and the palace to a Geisha party, nightclubs and theaters. If you can temptation, read thebrochure about the tour which the Japan American Travel Bureau has included with this Bulletin--a new type of advertisement for the Bulletin and one we hope you enjoy as a prelude to a marvelous vacation.

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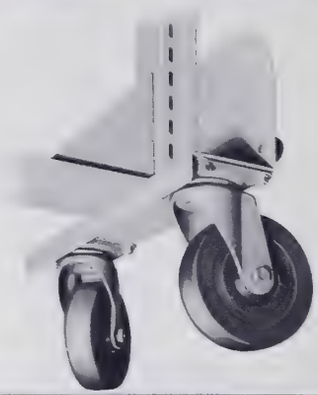
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PETROLEUM AND NATURAL GAS STATISTICAL SOURCE LIST PUBLISHED

SLA has just published a new statistical research tool, U.S. SOURCES OF PETROLEUM AND NATURAL GAS STATISTICS, compiled by Margaret M. Rocq, Retired Librarian, Standard Oil Company of California, as a project of the Petroleum Section of SLA's Sci-Tech Division.

This is a guide to the statistical data on petroleum and natural gas that appears regularly in the US trade and professional journals, government documents and society and company organs. It is divided into three parts: Part I lists the names and addresses of the 231 publications indexed. Part II, the Subject and Type of Data Index, is an alphabetical list of petroleum product names, crude oil, natural gas, natural gas liquids and types of plant, facility or company information, each broken down with detailed subheadings. The type of statistical information, issued, geographical area covered by the statistics, period the statistics cover and a numerical notation for the publication in which the statistics appear are indicated for each product or facility. Part III is a short bibliography of statistical compilations not indexed in Part II:

This will be a useful reference tool not only for persons engaged in the petroleum and natural gas industry but also for economists, statisticians, geologists, university librarians, public librarians, special librarians, and research people in business government and industry.

Former members of the Committee and others who have given advice and assistance to the compilation of the work include: Douglas C. Benton, Stella M. Bruun, Thelma Hoffman, Gwendolyn MacMurray, Clara G. Miller, Margaret R. Sagers and members of the Standard Oil Company of California Library staff, particularly Katherine Karpenstein.

Active members of the Committee are:

Bradford A. Osborne, Head, Prices & Contracts Section,
Gulf Oil Corporation, Charlotte, North Carolina

Catherine A. Pearce, Ln., Economic Research Library
Richfield Oil Corporation, Los Angeles, Calif.

Margaret M. Rocq, Chf. Librarian, Retired.
Standard Oil Company of California, San Francisco

Elizabeth B. Roth, Chief Librarian
Standard Oil Company of California, San Francisco

You will notice that our chapter is well represented among the contributers to this work, and are to be congratulated for a job well done.

The 104-page, hard-cover book may be ordered from SLA headquarters, and is priced at $6.00.

UNIVERSITY OF CALIFORNIA & SLA SPONSOR ACCREDITED COURSE FOR CHAPTER...

The University of California Extension Division's reference course "Current Developments in Reference Materials in Science and Business--X405A" sponsored by the Special Libraries Association San Francisco Bay Region Chapter and the University's School of Librarianship, has definitely been schedule for Monday evenings, from 7:30 to 9:30 from March 5 through April 30, 1962 (with the exception of April 16, 1962 during the University's Spring academic holidays). Classes will be held in Room 203 Richardson Hall at the Extension Division's San Francisco Center at 55 Laguna Street.

The fee for the course has been set at $20. Registration may be made in person or by mail at any of the University Extension Offices. The offices at 2441 Bancroft Way, Berkeley and 55 Laguna Street, San Francisco are the most convenient Bay area offices. Registrations will be accepted up to the second class session on March 21, 1962. Fees must be paid even if one intends to take the course for no credit. Please specify the course name and number, and include a check for $20 made payable to the Regents of the University of California when registering by mail. Information on regulations covering veterans' benefits under Federal or State laws may be obtained from the Extension Division offices.

This is not a basic reference course: it will be aimed at the practicing librarian as an experience in up-dating his already acquired basic knowledge. The lectures will cover recent and forthcoming reference works and developments in librarianship, general reference including science, business and industry, mathematics and physics, chemistry, the life sciences, engineering, and a summary lecture on an analysis of current trends in machines and publications with predictions for the future. Lectures will be given by specialists in these fields.

Further information on course content may be obtained from the course coordinators, Russell Shank, Assistant Librarian, University of California, Berkeley, and Robert Meyer, Librarian, Lawrence Radiation Laboratory, University of California, Berkeley.

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AN INVITATION FROM C.L.A.

Here is a special invitation to you to join the California Library Association. If you are already a member let this serve as reminder to renew your membership. The benefits of membership are multifold:

1. The privilege of serving your chosen profession by voting, working on committees and holding office.

2. The opportunity of continued professional growth through joining a section of your choice and affiliating with one or several of the round tables.

3. Educational, recreational and social opportunities afforded by attending local meetings and annual conventions.

4. Intellectual stimulation and practical help to be derived from reading professional literature. A subscription to the California Librarian and the C.L.A. Newsletter accompanies all memberships.

5. Above all the inspiration and professional and personal satisfaction of working with others towards the achievement of common goals.

The 1962 Annual Conference will be held in San Diego at Del Coronado Hotel, October 22-28.

Membership forms are available to you from the headquarters office, California Library Association, 829 Coventry Road, Berkeley 7, California. Join now, and next October travel south with the sun and partake of the pleasures of " a feast of reason and a flow of soul" set in a Pacific Paradise.

Martha Boaz, Vice-President, California Library Association.

NOMINATING COMMITTEE ANNOUNCED

The following members have accepted appointments to the Nominating Committee:

Lorraine Pratt, Stanford Research Institute, Menlo Park - Chairman
Robert S. Meyer, U.C. Lawrence Radiation Lab., Berkeley
Isabella L. Nestor, Crocker-Anglo National Bank, San Francisco
Anne T. Protopopoff, California Teachers Association, Burlingame
Amy W. Rose, Pillsbury, Madison & Sutro, San Francisco

The Committee welcomes your suggestions as to candidates, and hope that you will keep the mails and phones busy during the next few weeks so that their slate of nominees will reflect your suggestions. The April Bulletin will present a report to you from the Committee. It takes active members ready to contribute their time, energy and ideas to make chapter membership stimulating and a rewarding professional activity....Call the Committee now....Be ready to serve if asked.

REPORT OF THE CHAPTER'S SPECIAL PROJECT COMMITTEE

---Paul Kruse

The Chapter's Special Committee to Consider and Recommend a Chapter Project, met and considered numerous projects which had been submitted to it, or suggested by individual Chapter members. No attempt will be made in this Report to enumerate or summarize all the suggestions for Chapter projects, but a list of those suggestions and the action taken by the Committee concerning each will be incorporated into the files of the Committee for future reference. It was the consensus of the Committee that the following proposals should be submitted to the membership for concrete action:

I. The Chapter should enter the competition for the 1962 H. W. Wilson Award. This can be accomplished through a detailed, narrative Report describing the work of the Chapter Education Committee. The Educational Project sponsored by the Education Committee. The Educational Project sponsored by the Education Committee consists of two ideas: (a) To develop a program of continuing education in librarianship, and (b) To develop in the Chapter members and their staffs a background and understanding of library services, and the application of clerical processes relating to library work. This program is to be carried on through the facilities of the University of California Extension Program through arrangements with the University of California School of Librarianship, and the Department of Library Science, University of San Francisco.

II. A program should be undertaken to prepare a subject directory of sources of member libraries in the Chapter. This directory would be a listing of subject areas of specialization showing "who has what" among the various libraries in the San Francisco Bay Area. This directory should not be considered as a part of the annually published Membership List, since the information need not be subject to such frequent revision. The information can be gathered through a form distributed with the Chapter Bulletin, and edited by a Committee appointed for the purpose.

III. No action should be taken concerning the production of a union list of periodicals until after the national Union List of Serials is published. However, encouragement should be given to every member library in the Chapter to prepare a Checklist of its own periodical holdings, reproduce the list in quantity, and distribute copies to all other member libraries. The Chapter Bulletin can be used as a medium of communication in suggesting style and format for the preparation of the Periodicals Checklist, and a Committee could be appointed for editorial consultation.

It is the consensus of the Special Committee to Consider and Recommend a Chapter Project that the three suggestions described in this Report be forwarded to the Chapter President for approval, and at her discretion submitted to the Membership for action.

Respectfully submitted,
Mrs. Oda B. Hansen, D. Gwendolyn Lloyd, Glenn R. Maynard, Mrs. Jeanne Nichols, Russell Shank, Theodor B. Yerke, Paul Kruse, Chairman.

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MEETINGS CALENDAR

A selected listing of regional and national meetings related to information services is offered. Other professional groups whose meetings are scheduled for this area are also noted. Associations which are library or information-oriented are urged to notify the editor of future meeting schedules so that these may be included. Other than meetings dealing with library-related topics, no attempt is made to report National Association Meetings unless they are to be held in the West.

1962

Feb 4-7	AMERICAN INSTITUTE OF CHEMICAL ENGINEERS, National Meeting, Statler-Hilton Hotel, Los Angeles, Calif. Contact AIChE, Mr. F.J. Van Antwerpen, Secretary, 25 West 45th St., New York 36, N.Y.
Feb 6-7	ONR, Information Systems Branch, Symposium on Redundancy Techniques for Computing Systems, Dept. of Interior Auditorium, C. and 18th Street, N.W., Washington, D.C. Contact Miss J. Leno, Code 430A, Office of Naval Research, Washington 25, D.C.
Feb 7-9	INSTITUTE OF RADIO ENGINEERS, 3rd Winter Convention on Military Electronics, Ambassador Hotel, Los Angeles, Calif. Contact Matthew E. Brady, Space Technology Labs., Box 95001, Los Angeles, Calif.
Feb 12-15	AIR-CONDITIONING, HEATING AND REFRIGERATION INDUSTRY, 12th National Exposition, Great Western Exhibit Center, Los Angeles, Calif.
Feb 12-15	INSTRUMENT SOCIETY OF AMERICA, GEORGIA INSTITUTE OF TECHNOLOGY, Short Course in Automation, Computers and Instrumentation, Georgia Inst. of Technology, Atlanta, Ga., no later than Feb. 15, 1962.
Feb 12-16	4TH INSTITUTE ON INFORMATION STORAGE & RETRIEVAL; Management of Scientific Technical Information Centers. American University, Center for Technology & Administration, 1901 M St., N.W., Washington 6, D.C.
Feb 13-15	AMERICAN METEOROLOGICAL SOCIETY, 201st National Meeting will be held as a conference on Severe Storms, Univ. of Oklahoma, Norman, Okla.
Feb 15	SLA CHAPTER MEETING, Stanford Univ. (see page 1)
Feb 16-18	AMERICAN SOCIETY FOR METALS, Golden Gate Metals Conference, Fairmont Hotel, San Francisco, California.
Feb 19-21	INSTITUTE OF THE AEROSPACE SCIENCES, National Meeting on Range Reconnaissance and Tracking of Aerospace Vehicles, Jack Tar Hotel, San Francisco, California.

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Feb 23-24 AMERICAN PHYSICAL SOCIETY, 1962 Southwestern Meeting, University of Texas, Austin, Texas.

Feb 27-Mar 1 SYMPOSIUM ON THE APPLICATION OF SWITCHING THEORY TO SPACE TECHNOLOGY at Lockheed Missiles and Space Co., Sunnyvale, California. Sponsored by AF Systems Command, AFOSR, Office of Aerospace Research and Lockheed MSC. See program in the Palo Alto library. Contact K. T. Larkin, Lockheed Missiles & Space Co., 3251 Hanover St., Palo Alto, California.

Feb 27-Mar 1 SOCIETY FOR NONDESTRUCTIVE TESTING, SOUTH TEXAS SECTION, SOUTHWEST RESEARCH INSTITUTE, Third Annual Symposium - Nondestructive Testing of Aircraft and Missile Components, Gunter Hotel San Antonio, Texas.

Mar 7 SAN FRANCISCO MEDICAL LIBRARIANS. Topic: RARE MEDICAL BOOKS. Gull Book Shop, Pt. Richmond.

Mar 10 MATHEMATICAL ASSOCIATION OF AMERICA, Southern California, Long Beach State College, Long Beach, California. Contact MAA, Mr. Harry Gehman, Executive Secretary, Univ. of Buffalo, Buffalo 14, N.Y.

Mar 13 SLA-ADI JOINT MEETING, San Francisco.

Mar 14-16 AMERICAN ROCKET SOCIETY, Electric Propulsion Conference, Hotel Claremont, Berkeley, California. Contact ARS, 500 Fifth Avenue, New York, N.Y. (36)

Mar 20-29	AMERICAN CHEMICAL SOCIETY, 141st National Meeting, Washington, D.C.
Mar 26-29	INSTITUTE OF RADIO ENGINEERS, IRE International Convention, Coliseum and Waldorf-Astoria Hotel, New York, N.Y.
Apr	8th NUCLEAR CONGRESS, San Francisco, Calif. Contact Engineers Joint Council, 29 W. 39th St., New York 18, New York.
Apr 3-5	AMERICAN ROCKET SOCIETY Launch Vehicles Structures and Materials Conference, Ramada Inn, Phoenix, Ariz.
Apr 4-6	AMERICAN SOCIETY FOR QUALITY CONTROL., Eighth ASQC Workshop-Seminar on Management of Quality Control, Hotel Roosevelt, Los Angeles, Calif.
Apr 9-12	AEROSPACE MEDICAL ASSOCIATION, 33rd Annual Meeting, Atlantic City, N.J. Contact Dr. William J. Kennard, Secretary-Treasurer, c/o Washington National Airport, Washington, D.C.
Apr 14-16	WESTERN STATES SECTION OF THE COMBUSTION INSTITUTE, Second Conference on Kinetic, Equilibria, and Performance of High-Temperature Systems, Univ. of California, Berkeley, Calif. Contact Univ. of California, Berkeley, Calif.
Apr 16-18	INSTITUTE OF THE AEROSPACE SCIENCES, Aerospace Systems Reliability, Salt Lake City, Utah. Contact IAS, 2 East 64th St., New York 21, N.Y.
Apr 16-18	AMERICAN MATHEMATICAL SOCIETY AND ASSOCIATION FOR COMPUTING MACHINERY, Symposium on Interactions Between Mathematical Research and High Speed Computing, Chalfonte-Haddon Hotel, Atlantic City, N.J. Contact Prof. John Todd, Chairman, Organizing Committee, California Institute of Technology, Pasadena 4, Calif.
Apr 16-19	NATIONAL SCIENCE FOUNDATION, International Conference on Vacuum Ultraviolet Radiation Physics, 1st, Los Angeles, Calif. Contact G.L. Weissler, Univ. of Southern California, Los Angeles 7, Calif.
Apr 25	AMERICAN MATHEMATICAL SOCIETY, Monterey, Calif. Contact AMS, 190 Hope St., Providence, R.I.
Apr 30-May 4	SOCIETY OF MOTION PICTURE AND TELEVISION ENGINEERS, Convention, 91st, Los Angeles, Calif. Contact Charles S. Stodter, Executive Secretary, 55 West 42nd St., New York 35, N.Y.



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THE MAIL BOX -- Food for thought from letters-to-the-editor. May we, as well as Raphaella, receive your comments and suggestions--

THE SIGNS OF OUR TIMES are the Scientists' Signs, and now seems the time for us to come to their aid. Although symbols abound in all forms of human expression and activity, the reactions or effects produced are more important than the interpretation. Even with the scientists the symbol does not need a verbal counterpart. Why then should technical librarians, who want to assist the scientists, be concerned with the meaning of symbols? Because librarians are dedicated to systematizing knowledge by classification schedules, card files, or indexing, and symbols without verbal equivalents do not fit into any pattern.

I propose, therefore, as a project for our SLA Chapter the undertaking of the first steps in the compilation of a dictionary of verbal equivalents for symbols, meeting the following conditions: (1) approval by scientists in each field; (2) acceptance by technical librarians and documentalists; and (3) application to all forms of indexing.

The proposed dictionary might not only simplify the problems of indexing for information retrieval purposes, but also contribute to the better understanding of the scientific vocabulary which leads to improved communication between the scientist and librarian.

(signed) Raphaella Kingsbury
U.C. Lawrence Radiation Laboratory, Berkeley.

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1961 SLA CONVENTION REPORT

Paul Kruse has received the following report from SLA Headquarters: The local Committee returned $1,357.47 to Headquarters, which added to other income produced a total profit of $5,868.05 for the Association from the Convention in San Francisco. The sale of exhibit booths amounted to $9,385, and Program advertising represented $1,070. Dr. Kruse reports that the total profit of $5,868.05 compares very favorable with the previous Conventions, but exact figures are not readily available for recent years.

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MEMBERSHIP MEMOS

Belated best wishes to two of our members:

Mrs. Nancy P. Haritatos (formerly Nancy J. Pierce)
Technical Info. Services, Richmond Laboratories
California Research Corporation, Richmond, Calif.

Mrs. Martha W. West (formerly Martha W. Barton)
Head, Information Section
Syntex Institute for Molecular Biology
Palo Alto, Calif.

A hearty welcome to our new members

Miss Catherine F. Barrier
830 Oregon Ave., Palo Alto

Mrs. Bayard T. Larson
150 Sheridan Way, Woodside
(Lockheed Missiles & Space Co.)

---and to those recently transferred to the Chapter

Miss Joan M. Connors
2201 Baker St., San Francisco

Edward C. Norton
2747 Haste St., Berkeley 4

Dr. Aderjan Galffy
15 Hawthorne Way, San Jose 10

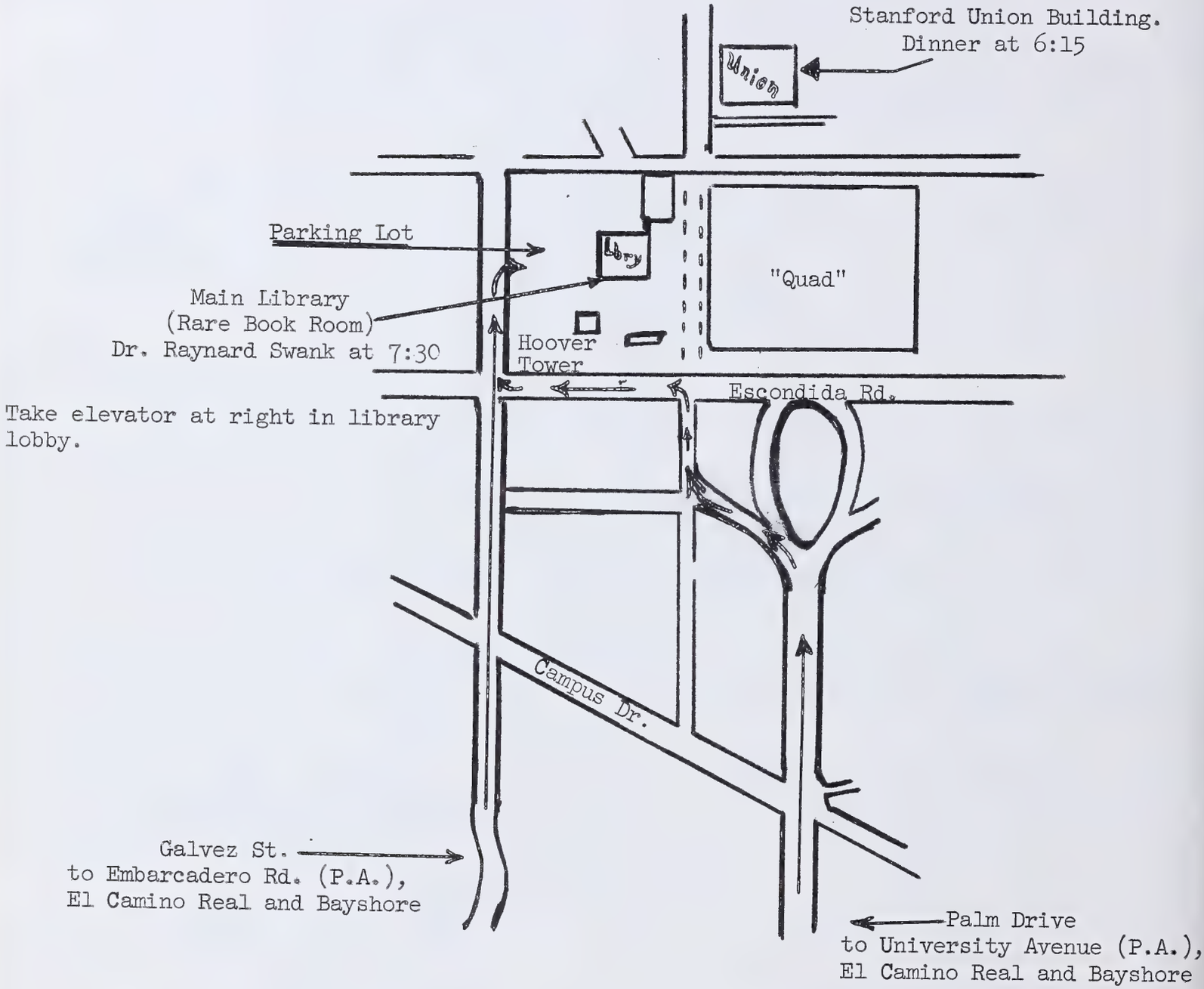
Mrs. Patricia C. Miller
% CWO R. M. Miller
666th Radar Squdn.
Mill Valley A.F. Station, Calif.

Howard D. Gholston
California Research Corp.
Richmond, Calif.

An adieu to Miss Gloria L. Smith who has joined Jonker Business Machines, Inc. in Gaithersburg, Maryland.

THE CAMPUS OF STANFORD UNIVERSITY. Location of buildings in which SLA Chapter will meet on FEBRUARY 15, 1962, are noted. Exits from Bayshore are either: University Ave.-Palo Alto, or a bit further south on Bayshore, Embarcadero Road. Both University Avenue and Embarcadero Road lead directly into Stanford campus.

PLAN TO HEAR DR. RAYNARD SWANK DISCUSS
NATIONAL DOCUMENTATION CENTERS IN THE DEVELOPING COUNTRIES OF THE WORLD
THE USSR INSTITUTE OF SCIENTIFIC INFORMATION



MEMBERSHIP MEMOS --- (DO NOT FORGET TO SEND YOUR DUES TO SLA HEADQUARTERS)

New addresses to note

Miss Dorothy M. Andrews, Ln.
McCutchen,Doyle,Brown & Enersen
601 California St., S. F. 8

Miss Joan M. Connors
Pacific Gas & Electric Co.
245 Market St., S. F. 6

Miss Helen M. Kain
Hotel Beresford, S. F. 2

Miss Janet A. Phillips
425 Orange St., Oakland 10

Miss Joan I. Vertin
254 College Ave., Palo Alto
(Lockheed Missiles & Space Co.)

Mrs. Jacquelin R. Erwin, Asst.Ln.
Langley Porter Neuropsychiatric Inst.
401 Parnassus St., S. F. 22

Dr. D. T. Bedsole, Mgr.
Tech. Lbry., Aerojet-General Corp
Sacramento 9, Calif.

Mrs. Anne M. Hopkins, Ln.
FMC Corp., Central Engineering Lbry.
P.O. Box 580, Santa Clara

Miss Emily C. Lumbard
1236 Robertson Way, Sacramento 18

Miss Irene Simpson, Director
History Rm., Well Fargo Bank, S.F.

Miss Stella R. Vetter, Ln.
Eitel-McCullough, Inc.
San Carlos, Calif.

Mr. Roger Martin
30 Reed Place, Kensington
(Shell Development Corp.)

Numerous changes regarding SLA Division and Code changes are not reported in the Bulletin. You are urged to report any address or other changes to SLA Headquarters and at the same time forward a copy of such notice to Glenn Maynard, UCRL, Livermore.

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SPECIAL LIBRARIES ASSOCIATION AMERICAN DOCUMENTATION INSTITUTE

JOINT CHAPTER MEETING

14 March 1962 Caesar's, Bay & Powell Sts., S.F.

6:15 - Dinner 7:00 - Program

With all the variation of terms and functions in library/information center operations, we believe that the local chapters of SLA and ADI have a timely topic pertinent to librarians/information specialists and documentalists/catalogers:

COMPUTER APPLICATIONS TO LIBRARY OPERATIONS
K.D. Carroll, Lockheed Missiles and Space Co.

MAN-MACHINE RELATIONSHIPS IN FUTURE CATALOGING
I.A. Warheit, IBM Advanced Systems Division

Experience at Lockheed in developing a system for the production of catalog cards on the computer, while simultaneously generating other dissemination tools and computer programs to assist the library in an expeditious, dynamic flow of information will be discussed by K.D. Carroll and Roger Summit. The system is an example of flexibility possible through careful choice of input...The operation today is geared to various phases of processing and descriptive cataloging of documents in a constantly increasing volume... current operations in card production call for approximately 60,000 catalog cards per month. An interesting operation? Well, examples of the catalog cards produced and permuted indexes will be available at the meeting.

Dr. Warheit will discuss the important role of the catalogers in determining machine input, and/or in revising machine input data. To what extent can descriptors or tracings be determined by the computer, and under what conditions? What will the role of the cataloger be in determining input, in checking or revising the readout from the machine. What considerations must be given and action taken to assure the machine readout being in the form most useful and acceptable to the library's users?

Do these points raise questions in your mind? Since the subject can be provocative, speakers and scope of the topic has been limited to allow a period of discussion following the presentations. Your questions regarding the applications presented and the role of the librarian, or possible points of comparison or contrast with other mechanized library systems will be welcomed.

For those members wishing to do a bit of reading prior to the meeting, perhaps the following will add to your familiarity with the statements of others in this area:

1. Luhn, H. P. Keyword-in-Context index for technical literature (KWIC Index). AMERICAN DOCUMENTATION v. 11, n. 4, p. 288-295, Oct 1960; IBM ASD Rept. RC 127.

2. Kennedy, R. A. Mechanized title word indexing of internal reports. Presented at Third Institute on Information Storage and Retrieval, The American University, Washington, D.C., February 13-17, 1961.

3. White, H.S. and Durkin, R.E. Simultaneous preparation of library catalogs for manual and machine applications. SPECIAL LIBRARIES v. 52, n. 5, p. 231-237, 1961.

4. Vickery, B.C. Subject analysis for information retrieval. In INTERNATIONAL CONFERENCE ON SCIENTIFIC INFORMATION...National Academy of Sciences, Washington, D.C., 1959. v. 1, p. 855-865.

5. U.C. Lawrence Radiation Lab., Livermore. SYSTEM OF AUTOMATIC PROCESSING AND INDEXING OF REPORTS, by L. D. Turner and J.H. Kennedy. Rept. UCRL-6510, July 1961. (Also see: SLA San Francisco-Bay Region Bulletin, Dec. 1961.)

Make your reversations now for the dinner and meeting at Caesar's. Caesar's is one of San Francisco's old Italian restaurants, and you know the quantity of well-seasoned foods for which such places are noted. Dinner is at 6:15.. Roast Beef .. Cost, including tip, $3.40. The Happy Hour officially begins at 5:30, but the bar will be ready to pour at any time. Call one of the libraries noted below NOW and make your reservation for Wednesday, March 14, or mail the enclosed reservation without delay. ALL RESERVATIONS SHOULD BE RECEIVED BY NOON, FRIDAY, MARCH 9.

TO: Miss Marilyn Johnson
Shell Development Co.
Emeryville, California

___ Reserve a place for me at dinner, March 14, 1962.
___ Reserve a place for me and _____, my guest.
___ I am a member of (SLA) (ADI)
___ I can provide transportation from _____ area.
___ I need transportation.

Signed_____
Organization_____ Phone_____
Address_____

RESERVATIONS FOR THE JOINT ADI-SLA MEETING ON MARCH 14, 1962 MUST BE MADE BY NOON, FRIDAY, MARCH 9, 1962. MAIL THE ABOVE FORM AT ONCE OR PHONE:

San Francisco:	Standard Oil Co. of Calif.	SU 1-7700, xt. 2946
Peninsula:	Stanford Research Institute	DA 6-6200, xt. 2176
East Bay:	Shell Development Company	OL 3-2100, xt. 526

SPECIAL LIBRARIES ASSOCIATION/

SAN FRANCISCO BAY REGION CHAPTER

2 April 1962

A U.S. House of Representatives' committee recently stated that more effective information services could save the Federal government up to $1 billion annually. The local chapter of the Special Libraries Association, in which your librarian plays an active part, may not be able to offer you such an astronomical saving, but we are vitally interested in the constant improvement in the effectiveness of each library in our area.

What does Management expect from a special library: This question undoubtedly prompts a few replies based on the association and experiences you have had with your own library and its activities... We urge you to attend our next Chapter meeting where this topic will be discussed by representatives of industry, special and public libraries. The speakers will include:

Dr. M. A. Steinberg, Manager, Chemistry, Materials and Ordnance Division, Lockheed Missiles & Space Co., Palo Alto
Isabella Frost, Librarian, Safeway Stores, Inc., Oakland
Coit Coolidge, Librarian, Richmond Public Library, Richmond

A period for the exchange of views and questions from the floor will follow the speakers' presentations. You are encouraged to present your policy or opinion regarding any phases of special library services as related to your organization's operations. It is through this open mutual exchange that more effective services become reality.

May we expect you at the meeting of the Special Libraries Association, 11 April, at the Sea Wolf, Jack London Square, Oakland. Social Hour - 5:30. Dinner - 6:30. Cost - $3.75. Please have your librarian make your reservations prior to 6 April.

(Miss) Marjorie Griffin, President
San Francisco Bay Region Chapter
Special Libraries Association

SPECIAL MANAGEMENT NIGHT AT THE SEA WOLF

HAVE YOU ASKED YOUR BOSS FOR A DATE RECENTLY? If not, now is the day to do so. We want to see you and at least one representative of your Management at our next SLA Chapter Meeting on April 11.

"WHAT DOES MANAGEMENT EXPECT FROM A SPECIAL LIBRARY?" is the topic to be discussed. At great expense we bring you the following experts to represent viewpoints of industry, special libraries, and public libraries:

Dr. M. A. Steinberg, Manager, Chemistry, Materials & Ordnance Div., Lockheed Missiles & Space Co.

Isabella Frost, Librarian, Safeway Stores

Coit Coolidge, Librarian, Richmond Public Library

Your Management should find this discussion of great expectations the problems and the solutions suggested by various types of libraries and managers to contain more than a grain of thought and applicability to your library and its operation.

The chestnuts are being tossed into the fire--Come and see the glow when we discuss the library and its place in the overall organization; problems of space requirements; budgets; long-range planning, and any area YOU wish to raise during the meeting.

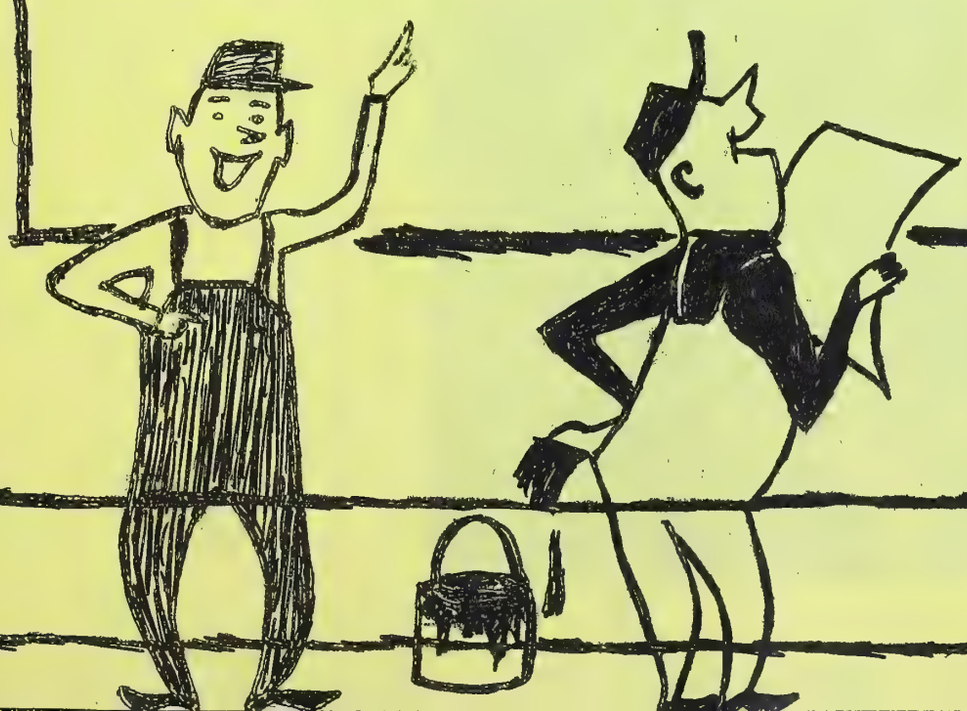
Call now and reserve a spot for you and your manager(s) for April 11.

THE SEA WOLF, Jack London Square, Oakland

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SPECIAL LIBRARIES ASSOCIATION /

SAN FRANCISCO BAY REGION CHAPTER BULLETIN

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Secretary
MRS. JEANNE B. NORTH

SLA SAN FRANCISCO BAY REGION
CHAPTER BULLETIN

Vol. 32, No. 4
April, 1962

Kenneth D. Carroll, Editor
Mark H. Baer, Advertising Manager
Reporters - The 280 members of the Chapter

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MANUSCRIPTS

Members are urged to submit items for publication and assist the BULLETIN in reflecting Chapter news, activities, ideas, and opinions. The BULLETIN will be published October, December, February, April and June. Copy deadline is 15th of month preceeding issue. Address copy to K. D. Carroll, Lockheed Missiles & Space Co., Technical Information Center, Palo Alto, California.

POLICY

Although the BULLETIN is the official publication of the Chapter, the content of articles and editorials is not to be construed as representing the official position of the Chapter.

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Vice Pres. and Pres. Elect	Mr. Glenn R. Maynard	HI 7-1100
Secretary	Miss Marie Abbruzzese	UN 3-0733
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CHAPTER MEMBERS CANDIDATES FOR NATIONAL OFFICES

The San Francisco Bay Region Chapter has the unique distinction of numbering three of its members among those selected for the 1961-1962 SLA candidates for national offices:

First Vice-President and President Elect	Alleen Thompson General Electric Co., San Jose
Secretary	Mrs. Jeanne B. North Lockheed Missiles & Space Co.
Director (3 years)	Mrs. Elizabeth B. Roth Standard Oil Company of California

Every Chapter member knows how well chosen these candidates are and the record of outstanding service that each has given to the profession. It is now time for each member to voice his support and take an active role in acquainting other SLA friends with the wisdom of such a choice.

Do not wait for a chance to vote for these candidates --- begin immediately to give them your support and let everyone in SLA know of our enthusiasm for the nominees from the Golden Gate.

It is rare indeed for one Chapter to be so honored with three candidates for national offices.

KEEP THE SPOTLIGHT ON THE SAN FRANCISCO CHAPTER BY A CRESCENDO OF VOTES FOR ALLEEN THOMPSON, BETTY ROTH, AND JEANNE NORTH.

JOINT MEETING OF SLA-ADI CHAPTERS HELD MARCH 14

Local members of both SLA and ADI braved the showers of March 14 to enjoy a lively exchange of shop-talk during the several courses of the dinner at Caesar's, San Francisco.

Speakers for the evening were Dr. I. A. Warheit, IBM Advanced Systems Division, and Kenneth D. Carroll, Lockheed Missiles & Space Co. Dr. Warheit gave both the librarian and the systems specialist food for thought during his discussion "Man-Machine Relationships in Future Cataloging". Mr. Carroll reviewed recent developments at Lockheed in his presentation of "Computer Applications to Library Operations--A Working Example". Reviews of both presentations are included in this issue of the Bulletin.

U. S. S. R. INSTITUTE OF SCIENTIFIC INFORMATION AND NATIONAL DOCUMENTATION CENTERS

Dr. Raynard C. Swank, Director of University Libraries, Stanford University, and Director of ALA's International Relations Office, spoke to the Chapter at the February meeting regarding his visit to Soviet libraries last May and June as a member of a seven-man delegation from the United States. The tour was concerned with many library matters, but Dr. Swank limited his discussion to scientific and technical libraries: the Institute of Scientific Information of the Academy of Science of the U. S. S. R., department of Mechanization and Automatization of Information Work; and to the general nature and activities of some national documentation centers in other parts of the world.

The delegation visited very few special libraries, although it is known that a great many exist in the Soviet Union. Many information institutes exist, but only the Institute of Scientific Information has the character of a national bibliographical center for Science and Technology. It was established in 1952 to provide centralized abstracting service for scientists and engineers. By 1959, it expended $5,000,000; and had a staff of 2,200 plus over 20,000 abstractors. 700,000 abstracts appeared in 1959 in 13 different abstracting journals. Abstracts were taken from 15,000 journals published in 95 countries and in 65 languages. From 1959-1965, about 5,000,000 articles will be abstracted. All abstracting, publication, and distribution is done manually, and is said by the Soviets themselves to be inefficient and too costly.

The Department of Mechnaization and Automation of Information Work, of The Institute, is deeply involved in the development of advanced automation of information storage and retrieval. Dr. Swank was conducted through various units of the Department, and observed engineers who were at work developing methods for coding, input techniques, memory components, etc. It appeared that the state-of-the-art was relatively primative compared to that in the U. S. A., however, they were not willing to discuss theoretical aspects of the work. It was concluded from various inferences that the theoretical work was probably as advanced as any in the world. It is assumed that the Russians will attempt to jump from primative methods to most sophisticated methods without expending undue energy in step-by-step approaches and partial solutions. There is no question as to their abilities to achieve, provided that the goals of the laboratory are given sufficiently high priority.

A number of truly great research libraries exist in the Soviet Union, and there are reputedly 400,000 libraries in that country. Soviet Librarians who have visited the U. S. have felt that they have achieved better and more widespread free library service to their people than we have done. The American delegation was not able to evaluate this contention in detail.

No national documentation center exists in the U. S. that would compare with that of the U. S. S. R. Other countries of the world, especially newly developing ones, are organizing their information resources in national, centralized agencies, most of them with the technical assistance of UNESCO. These trends are in contrast to the American library system of local autonomy, and vast complexity.

National information centers abroad have more than a little difficulty in understanding and working with the innumerable libraries and documentation services in the U. S. Among countries that possess national centers, it is easy for one to deal directly with another. When these centers want something from us, to whom can they turn? The complexity of services in our country often lead other nations to feel we are uncooperative. We have a pressing need for a national clearing house

for the uniform, expeditious and sympathetic processing of information requests from overseas. The National Science Foundation, and the Council of Library Resources, are now aware of this problem and we may hope for improvement. Our answer to the problem might be something other than the creation of a single, central agency; however, the U. S. national interest is just as involved here as elsewhere and the need is urgent. We must come to the realization that information is a basic national resource, along with water, power, fisheries, and forrests. We must find our way to organize, protect, and utilize this resource in our best national interests...

The complete report of the delegation is scheduled for publication by the ALA in May or June, and will supply further details of the trip and observations of the libraries visited.

VOTE FOR ALLEEN THOMPSON ... FOR ELIZABETH B. ROTH ... FOR JEANNE B. NORTH ... VOTE

- APRIL 11 -

WHAT DOES MANAGEMENT EXPECT FROM A SPECIAL LIBRARY?

A panel of experts from industry, public and special libraries will discuss the various facets of this vital topic at our next chapter meeting April 11, Wednesday at the Sea Wolf, Jack London Square, Oakland.

Our speakers include:

Dr. M. A. Steinberg, Manager, Chemistry, Materials and Ordance Div., Lockheed Missiles and Space Company.

Isabella Frost, Librarian, Safeway Stores.

Coit Collidge, Librarian, Richmond Public Library.

Members are requested to invite their managers and urge them to attend this exchange of views vital to both the librarian and the management served.

A lively discussion period following the panel discussion will encourage review of such matters as organization; the effect of the user in determining the types of services offered; budget problems; long-range planning, and any area you or your Management wishes to present for comments or suggestions.

Come to the Sea Wolf, Jack London Square on April 11, and be there with a representative from your Management.

Cocktails 5:30 P.M. Dinner 6:30 P.M.

A NIGHT FOR MANAGERS AND LIBRARIANS, BE SURE TO ATTEND

HIGHLIGHTS FROM THE SLA EXECUTIVE BOARD AND ADVISORY COUNCIL MEETING, DEARBORN, MICHIGAN - FEBRUARY 15-17, 1962.

Miss Grace Reynolds, Librarian, Railway Association of Canada, will assume position of Assistant to Executive Secretary on March 15, 1962. Between now and the annual Convention in Washington, she will conduct a staff study on Placement Policy.

The Recruitment Committee has prepared a pamphlet for high school and junior college students which will have questions on the back page for interested students to answer and mail to Headquarters. The Chapters will be asked to do individual follow-ups, arranging visits, etc.

The International Management Congress, to be held in New York in September, 1963, has invited SLA to participate. The Committee submitted proposals to demonstrate the value of special libraries: (1)a reference library for delegates; (2) a bibliography on development of management libraries (in cooperation with librarians from other countries); (3) a speaker with panel program; (4) demonstrations of library practices in special libraries in New York.

A new award has been authorized by the Executive Board for individual library participation in National Library Week publicity. Write-ups on what was done are due at Headquarters by May 1st. The first prize of $75.00 and the second prize of $25.00 will be awarded to the Chapters of the winning libraries. The E. I. du Pont de Nemours and Company is donating the money for the award this year.

Katherine Kinder, Chairman of the Constitution and By-laws Committee was indefatigible in leading the discussions on membership qualifications. Requirements for Associate Member now read as follows:

> "An Associate member shall be an individual who, at the time of application, holds a position in a special library or information center and who fulfills one of the requirements set forth in 'a' or 'b' bleow:
>
> a. Holds a degree from a university, college or technical school of recognized standing.
> b. Has had at least seven years of experience in information service work of which at least two years have been professional experience in a special library or information center; one year of higher education shall be equal to one year of non-professional experience."

Requirement for Affiliate Member now read as follows:

> "An Affiliate member shall be an individual who holds a professional position in an organization other than a special library or information center and who has knowledge and experience which qualify him to cooperate in furthering the objectives of the Association. He shall have the right to affiliate with one Chapter and one Division without further payment, to hold any Chapter or Division office except that of Chapter President or Division Chairman, and to receive the official journal free. An Affiliate member may become an Associate or Active member upon qualification and application for Associate or Active membership.

There were a number of revisions to the By-laws. A draft will be sent to all members. The revised draft was approved by those in attendance and will be submitted to membership at the Convention in Washington this year.

Disappointment was expressed in the lack of response in the revision of the Copyright Law - insufficient response. Replies were received from only 7 of the 32 Chapters and these could not be characterized as an expression of the Association.

A special Committee was appointed to study management of the SLA Publications fund.

A pleasant reflection! The San Francisco Convention showed a profit of $5,868 - about $2,000 more than expected.

Complete minutes will appear in the forthcoming issues of Special Libraries. I felt it a privilege to share the problems of Headquarters and our association with this dedicated group of librarians. Their efforts to help the Chapters (and inevitably the individual library) should make each of us willing to share further responsibilities to build a stronger association.

Marjorie Griffin, President

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AMERICAN FEDERATION OF INFORMATION PROCESSING SOCIETIES
SPRING JOINT COMPUTER CONFERENCE, 1-3 MAY 1962.

The program for the Spring Joint Computer Conference to be held at the Mark Hopkins Hotel, San Francisco, 1-3 May 1962, has been received. The Chapter members are particularly requested to try to attend the afternoon of May 3, which is devoted to information retrieval. The session will have as Chairman, Dr. I. A. Warheit of IBM. Program details are as follows:

1:15 - 2 p.m.	Introduction to indexing and retrieval.	Robert S. Meyer, Head librarian UCRL
2:00 - 2:35	Information retrieval systems for management reports.	Joseph N. Dyer, Manager of Administrative Information Development, Lockheed
2:35 - 3:15	Search for legal and patent data.	F. Grant Stockton, Supervisor of Applied Mathematics.
3:20 - 3:45	A library cataloguing system to develop into information retrieval system.	Robert E. Durkin, Technical Librarian
3:45 - 4 p.m.	A summarization by Dr. Warheit	IBM Advanced Systems

SLA members have been invited to attend each of the conference sessions. Attendance at the Special Education Program will be by reservation, for which the only charge is $4.00/day for lunch. Further information can be obtained from our Chapter President, Program Chairman of the Conference, R. I. Tanaka, Lockheed Missiles & Space Co., Sunnyvale, or from Registration Chairman, D. E. Elixezer, IBM Corporation, San Jose.

MAN-MACHINE RELATIONSHIPS IN FUTURE CATALOGING

Dr. I. A. Warheit, IBM Advanced Systems Div.

As computer techniques are applied to information processing, the role of the cataloger will change. At present, the cataloger devotes a major part of her time in performing routine mechanical tasks. These include simple table lookups to determine how other parts of a series are entered, to establish author (Cutter) numbers, to verify form of corporate author, etc. In addition to this descriptive cataloging, the cataloger also does simple table lookup when verifying a keyword, i.e., if a significant term taken from the text is a legitimate subject heading or a see reference. This involves checking the authority list or the catalog itself. These are routine tasks performed everyday by computers.

The important and truly professional work performed by the cataloger involve the construction of the subject heading list and the selection index terms not obvious from a mechanical survey of the document. Thus, the routine cataloging can be done by the machine and the professional cataloger will confine herself to the truly professional activities of revising the routine cataloging, constructing the subject headings and other authority lists and cataloging by exception, i.e., cataloging what cannot be done by routine.

INSTITUTE ON INFORMATION STORAGE AND RETRIEVAL

...Roger K. Summit, Lockheed Missiles & Space Co.

The 4th Institute on Information Storage and Retrieval had as a general theme "management of Science Information Centers". As such, the Librarians' and Users' frame of reference was stressed, as opposed to the more equipment-oriented points of view of the system designer or computer programmer. Complete proceedings of the Institute, held at the American University, Washington, D.C., 12-16 February, 1962, are to be published in June.

Papers emphasized the need for mechanization of information handling, and generally dealt with problems of information storage and retrieval rather than solutions to these problems.

The first topic discussed was the documentation crisis as seen in the Federal Government and private industry. It was recommended that professional societies take initiative in cooperating with the Federal Government to develop advanced methods of information control. Professional scientific reviewers to analyze, digest, and review trends of information in appropriate written reviews were pictured as only a temporary solution to the expotential growth in scientific literature.

During the topic "Functions of Technical Information Centers", it was stressed that any TIC must obtain maximum communications with its clientele or fail. The activities of the TIC at ESSO Research & Engineering Company was reviewed as an example of the varied functions performed by many industrial TIC operations. James Hillier of the RCA Laboratories, Princeton, N.J., concluded the discussion with the following points:

1) A centralized information service is probably impractical and uneconomical in terms of its contribution to the creativity level of the laboratory

2) Rapid and efficient information retrieval system for specific references is essential

3) More knowledge is needed concerning the relationship between information and creativity

4) There is an urgent need for effective means of condensing and consolidating technical information for use by Management.

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During the topics of organization, financing, and operation of technical information centers, Mr. William B. Kehl, University of Pittsburgh, discussed "Communication Between the Computer and User in Information Searching". This paper reviewed the role of research in university computing centers in information processing of non-numerical or textural materials in addition to the expected applications in the natural sciences. The pitfalls of inadequate understanding of the relationship between data preparation and computer use were brought out through a cost analysis of several method in use. Education necessary for the understanding of the use of computer retrieval tec niques was discussed at some length.

H.P. Luhn's paper on "Selective Dissemination of Information (SDI)" described a closed loop system which could equally be applied to:

1) Dissemination of technical reports
2) Storage and dissemination of personnel skills information
3) Information regarding informal company documents

Dr. Luhn discussed the possibility of vocal input to the retrieval system; bridges between the machine and the man; assignment of descriptors for input; and special purpose outputs obtainable.

A final paper of note was "Computers, Communications and Science--Extend Man's Intellec by Mr. Saul Gorn of the University of Pennsylvania. The major points presented by Mr. Gorn were:

1) There is a periodic cycle between innovations in control and communications
2) That there is a structure and order to the process of scientific knowledge

After discussing the growth of the communications problem and the current revolution in communication media, Mr. Gorn offered that the future of the Communication Revolutio depends upon man's use of the computer to extend his intellect. Individuals directing these computer operations must be at once managers, executives, and creative thinkers. The person extending the boundaries of computer applications must now be versed in broad principles of knowledge; he must be an inter-disciplinary disciplinarian.

CALIFORNIA STATISTICAL ABSTRACT, 1961, NOW AVAILABLE

California Statistical Abstract, 1961, published by the Economic Development Agency of the State of California, Carl Zachrisson, Commissioner, has just been published. This basic source of data on California today is divided into 26 major subject areas and may be purchased from the Printing Division, Documents Section, Seventh and Richards Boulevard, Sacramento, California. Paper-bound copies are $3.25 each; cloth-bound copies $3.75 each. Prices include tax and postage.

CLASSIFIED CARD CATALOGS

The Classification Committee of the Cataloging and Classification Section of the RTSD of ALA is making an informal survey to find out how many classified card catalogs there are in this country. The inquiry is being made to see if there is a need for a code for classified catalogs. Any members having a classified card catalog is urged to inform Lillian Cooper, Head of Catalog Department, University of Colorado Libraries, Boulder, Colorado, of its existence so that the catalog may be included in this ALA survey.



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COMPUTER APPLICATIONS TO LIBRARY OPERATIONS -- A WORKING EXAMPLE

K. D. Carroll, LMSC

As a brief background, it should be noted that the T.I.C at LMSC is relatively new, being only slightly over 3 years old, however, these 3 years exemplify the rapid progression of an embryonic concept to one of the largest and, we trust, most dynamic of Technical Information services in Industry. Faced with the myriad problems of organizing and of explosive growth while simultaneously serving a large research group, the application of more sophisticated machines or machine systems was at first held in abeyance.

Early in our operations synchrotapes were installed to cope with the volume catalog card production. These machines, operated on a 16 and frequently 24 hour basis, have served thus far to produce the catalog cards required for identification and retrieval of report or document literature. Since the T.I.C is and will continue to be a growing service, the limitations of such a method for card production necessitated our consideration of a more effective operation----one which would not only produce the required tools for manual retrieval and quick user reference, but also a system which would be flexible enough to answer our demands for constantly better and more efficient service to our T.I.C users.

In examining the possible ways in which machines might serve the T.I.C, we have tried to bear in mind:

A) Traditional tools, such as our Card Catalog, will be retained to meet the needs for quick reference (By Users or Staff)

B) Any machine system chosen should augment the productivity of the current T.I.C Staff.

C) Each phase of the system is a unit complete within itself, but one which will contribute directly to the feasibility of the next more sophisticated step in the system.

D) Machine applications to information systems is not new; consequently, use of experience and existing systems of others would be utilized wherever possible.

Bearing these in mind, what did we need first, a means of producing 60,000 to 75,000 catalog cards per month. The cards must reflect the full descriptive cataloging given to each document/report processed, and in so far as possible require few deviations from existing form and the traditional library of congress-type card.

Next, to gain both greater flexibility from the input, and increased speed in the cataloging of ducuments, a greater number of subject headings and/or descriptors will be assigned. The reasoning here is perhaps obtuse at first glance; however, greater freedom on the part of the catalogers means fewer decisions and less time in determing just which few subject tracings might be most beneficial to the public, while a greater number and increased specificity of terms put in storage begins to build a mechanized Literature Search capability. Another facet for consideration at this point is that of having the computer determine from its storage, which of the (15-20) subject tracings given to it are to be those for which catalog cards are produced, i.e., which subjects, from the standpoint of user demand and earlier cataloger input have been most frequently needed. These most frequently required subjects will be those for which the T.I.C will receive cards. Assuming that 4 subject cards are required per document, these are produced by the Computer, on the basis noted, while the remaining 10-15 descriptors are retained by the machine for more specific, more lengthy machine searches.

What then have we for our early efforts? We have a rapid means of producing catalog cards in volume with no increase in cataloging time and with less operator time (when compared to Synchrotape). We have without further staff effort begun to store greater specificity than shown on the catalog card so that a potential for machine Literature Searching can be increased with each input. With a decrease in TIC man-hours expended toward the end product, a far more complete broadcast announcement of new documents added to the collection can now be through the permuted title index, source index, and personal author index.

This production of catalog cards and the indexes to be used in disseminating new acquisitions information, is the simplest and first phases of a six-part program, as this system gets into full operation, our study or development efforts will be directed to other machine applications which can assist the T.I.C. in bettering its services to the large number of employees served. The program calls for a method of selectively announcing new acquisitions to certain users and organizations (a variation of SDI) for storage of abstracts along with current bibliographic data; a search program and examination of the suitability of auto abstracting for our requirements.

It should be noted that the mechanization program in its current basic phase will reduce the cost of the year's catalog card production by 25% while at the same time offering other end products: dissemination indices, more staff time for the analyzation of the catalog and processing techniques, and the increased capability of the T.I.C. in other areas of machine storage, retrieval and selective dissemination.

It cannot be too strongly emphasized that this application of machine to Library Operations is a cooperative effort requiring a mutual understanding of techniques, problems, procedures and language between the Library Staff and the computer or Information Processing staff. Catalogers have taken courses about computers and Mr. Roger Summit, of the Information Processing Staff has rapidly assimilated Library terminology and a general concept of traditional Library processing techniques.

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Thirty-five copies of each list will be needed this spring. For convenience in packaging, they should be 8 1/2" X 11". Please use as compact a form as possible, typed single space, to reduce the weight of the package and save postage. If any library finds it impossible to supply copies of its list, the chairman (SUtter 1-7700, Ext. 2213) will be glad to help.

Deadline for contributions will be April 23. Want lists need not be accompanied by offers. Mention should be made of how long material will be kept before being discarded.

Sets of lists will be sent to all contributors and to any other libraries or librarians who request sets by filling out and mailing the attached blank by April 23.

Caroline Liebrenz, Chairman
Duplicate Exchange Committee

Mrs. C. M. Liebrenz
Standard Oil Company of California
Room 2265
225 Bush St.
San Francisco 20, Calif.

Please send a set of Spring 1962 duplicate exchange lists to:

INFORMATION RETRIEVAL CONFERENCE

The Center for Documentation and Communication Research, School of Library Science, Western Reserve University will sponsor a conference, "Information Retrieval in Action," April 18-20, 1962. The conference, to be held in Cleveland, Ohio, will review research, development, and operational activities related to machine literature searching systems using the GE 225 general-purpose computer.

Banquet speaker for the conference will be Mr. Ralph C. M. Flynt, Assistant Commissioner for Research of the U. S. Office of Education. A number of other authoritative guests will speak and/or present papers.

Registration fee for the conference is $10. Further details, and a full conference program when available, may be obtained by writing: Center for Documentation and Communication, Research Conference, Western Reserve University, 10831 Magnolia Drive, Cleveland 6, Ohio.

PINSPOT PROFILE

U. S. GEOLOGICAL SURVEY LIBRARY
Menlo Park, California
Elenore E. Wilkins, Librarian

The Menlo Park Section of the Geological Survey Library is maintained to provide library service for the Pacific Coast Center of the U. S. Geological Survey, including field offices in the area served by the Center. Outside organizations may borrow publications through inter-library loan and the Library is open to the public for reference use from 8 to 4:30 weekdays. It is located in the northwest corner of the Prudential Building at the corner of Linfield Drive and Homewood Place in Menlo Park (entrance is from the parking lot at the rear of the building) but the mailing address is: U. S. Geological Survey Library, 345 Middlefield Road, Menlo Park, California.

The Library presently has about 70,000 volumes of books and journals and 18,000 maps. The collection includes foreign as well as American publications in geology, geophysics, geochemistry, paleontology, mineralogy, hydrology, cartography, and other physical and natural sciences. Books and maps are classified according to a scheme devised especially for the Geoligical Survey Library. Serial publications and maps are classed geographically by place of publication. Textbooks and other monographs are classed by subjects which may also be subdivided geographically.

The Library maintains both its own dictionary catalog and a copy of the catalog of the parent library in Washington which greatly increases its bibliographic resources.

The Menlo Park staff includes three professional librarians and five library assistants.

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IBM BASIC MACHINES COURSE FOR LIBRARIANS

---Roy Nielsen

We librarians are wise enough to agree with the man who said, "If you can't lick 'em, join 'em". Mechanization in library services is not something around the corner or just ahead - it's here right now! - And has been for awhile. So when an opportunity to take a short course on what punched card methods and machines are all about came along early this year, a number of SF Bay Area librarians were happy to take advantage of it, especially since there was no registration or tuition charge. Because of limited facilities, enrollment was limited to the first 30 members of SLA to sign up for the course.

The presentation of this much needed course was made possible through the good offices of our SLA SF Bay Region Chapter President, Miss Marjorie Griffin, of the IBM Advanced Systems Development and Research Library at San Jose and the courtesy of the International Business Machines which provided both facilities and instructors.

The course consisted of six weekly lectures with demonstrations and was designed primarily to familiarize librarians with IBM punched cards -- the data and information that can be put on them and the IBM machines that are used for input and output of information and the manipulation and exploitation of punched cards including their use with magnetic tape and computers. The basic punched card machines part of the course was covered in the first four lectures (Tuesday nights from 5 to 7) and was extra worthwhile because those of us who took the course were given instruction in how to prepare punched cards (key-punch) and how to run them through the sorter, reproducer, interpreter, accounting machine (print-out) and the collator, each of these machines familiarly known as the IBM 024, IBM 082, etc.

The class meetings were at the new IBM Building in San Francisco from January 9 through February 13. The last two meetings were devoted to computers and information retrieval - a subject so big that our four hours of instruction on these subjects was mostly a high-light survey of computer functions and capabilities and their applications to a number of information retrieval systems. We also learned how computers utilize punched cards and how fast they can scan the information placed on magnetic tape. Another good feature of this part of the course was learning the definitions and explanations of many frequently appearing terms, words, and names associated with computers and information retrieval.

Our class was fortunate to be invited to a post-graduate dinner visit, February 20, to the IBM Advanced Systems Division Library at San Jose. This library employs punched cards in many of its routine functions, including ordering, periodical processing and claiming, circulation, including preparation of overdue or inventory notices, cataloging of books and technical reports, indexing of journal articles, and the printing of accession lists, catalogs, and bibliographies. Many of the literature searches require service of the IBM 1401 or 7090 computers where the input is information on magnetic tape transferred from information on punched cards.

Those of us who had the privilege of taking this course enjoyed it very much and learned a lot about punched cards and machines on the basic and practical level. It all seems more familiar now (less magic). The writer believes that the librarians who took this course will sooner or later be putting the knowledge gained to the good use of increasing the effectiveness and efficiency of library services and operations in their libraries.

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As a testimonial of the high esteem industry and business have for libraries, and particularly their own "special" libraries, E. I. du Pont de Nemours & Company has given $100 to Special Libraries Association for a new National Library Week Publicity Award for the most effective 1962 National or Canadian Library Week project carried out by a North American special library represented in the membership of the Association.

When presenting the funds for the new award Mr. P. S. du Pont, Secretary of the du Pont Company, stated: "We have long recognized the importance and value of special libraries and special librarians in our own research and business activities. In the Philadelphia-Wilmington area, for instance, the Company maintains 23 separate special libraries and information centers, and many others are functioning in du Pont plants and laboratories in other parts of the United States and abroad. Mrs. Marie Goff, Librarian of our Technical Library in Wilmington, has been an especially active participant in the work of Special Libraries Association and other library organizations. We are pleased to contribute funds for an award that will encourage special librarians to utilize National Library Week to publicize special library services and reference facilities and to help promote reading, which is so necessary in any industrial or business enterprise."

The Award winners will be announced at the Association's Annual Convention in Washington, D. C. on May 29, and the prize money will be given to the Chapters of which the librarians submitting the winning entries are members. All entries will be displayed at the Association's Convention exhibit.

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Ellen Reynolds Joins Staff of SLA

Ellen Reynolds, Librarian at the Railway Associa-
of Canada, Montreal, has accepted the position of
ant to Executive Secretary of Special Libraries
ation, effective March 18. In addition to her
s as executive assistant, Miss Reynolds will be in
e of SLA's Placement Service, handle the Associa-
s membership program and supervise its Addressing
e.

Reynolds has been associated with the Railway
ation of Canada since 1951. Prior to that, she
or several years, Secretary and Reviser at McGill
rsity Library School, Montreal, during which time
as a secretary, administrative assistant and in-
or, was in charge of the Library School Library
ndled placement of graduates. She has acted in
visory capacity to, established and reorganized
al libraries throughout Canada, and early in her
was private secretary to Dr. Stephen Leacock.

e in SLA since 1936, Miss Reynolds has been Pres-
of the Montreal Chapter, member of its Executive
, editor of its bulletin and Chairman of numerous
er committees. In the Transportation Division she
erved as Chairman and bulletin editor. Miss
lds is also a member of the American, Canadian and
Library Associations.

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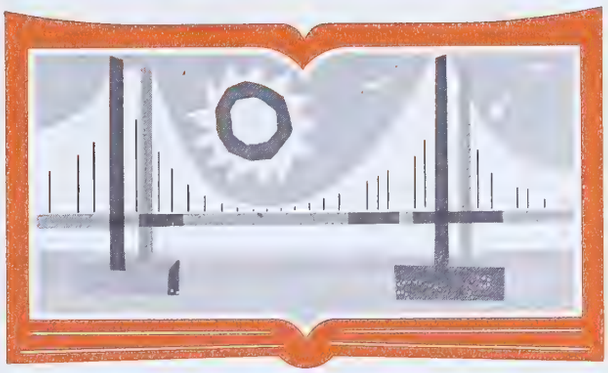
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SAN FRANCISCO BAY REGION CHAPTER BULLETIN

There was a young lady called Bright
Who travelled much faster than light.
She started one day on her relative way,
And came back on the previous night.

(A.H.R. Buller - Punch, 1923)

Such has been the speed of this year, it is as though we were celebrating the end of the SLA Convention in San Francisco, rather than the end of the following year.

The challenge from our President, Eugene Jackson, "to be a full partner" has been met by your participation in the variety of activities which the Advisory Council organized for professional enlightenment. It has been a stimulating year with opportunities to learn of the latest tools, of new methods, and yes - even to know one another - as well as stretch our imagination to Century 21. It has been a year of exceptional teamwork, without which no association can flourish.

For you, I hope it has been a year of increased awareness, making you more receptive to new ideas for service and to advanced techniques. For me it has been a rewarding year - a growth year in which my loyalties have been enlarged beyond my daily milieu to include all libraries in this Chapter, and, in consequence, I have gained an understanding of the problems which needle our International Association in their constant endeavor to improve the standards of special librarianship.

Thank you for giving me this opportunity to serve the profession, and thank you one and all for your support, loyalty, and cooperation.

Marjorie Griffin
President

SLA SAN FRANCISCO BAY REGION
CHAPTER BULLETIN

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June 1962

Kenneth D. Carroll, Editor
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Members are urged to submit items for publication and assist the BULLETIN in reflecting Chapter news, activities, ideas, and opinion. The BULLETIN will be published October, December, February, April and June. Copy deadline is 15th of month preceeding issue. Address copy to K. D. Carroll, Lockheed Missiles & Space Co., Technical Information Center, Palo Alto, Calif.

POLICY

Although the BULLETIN is the official publication of the Chapter, the content of articles and editorials is not to be construed as representing the official position of the Chapter.

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LIBRARY RELATIONS WITH MANAGEMENT ---Isabella Frost

The functions of the special library differs according to the type of organization which it serves. The library can be evaluated only by its performance within the parent organization. The technical library is primarily a service unit and its effectiveness is contingent on a basic awareness of company business and planning. Close cooperation with company executives is essential in order to gear the information resources and services to the goals of the company.

To fulfill its obligations, the library staff must be familiar with sources of information in specific fields; be able to acquire pertinent material, study its content, determine its validity organize the material for quick reference use, correlate findings to the problem, and direct information to those who need it. Listings of new publications are periodically promulgated. Other duties and obligations include the preparation of reviews, abstracts, digests and translations of materials of interest to the company. Among other things which Management expects of the library and its staff, we would include: perseverance and resourcefulness; powers of visualization, proper approaches and selectivity in material evaluation; good in-house organization; an awareness of library problems and the ability to explain such problems in business-like terms; open-mindedness and an adaptability to new ideas, personnel, methods and policies; responsibility for budget commitments; the ability to accept constructive criticism; and an interest in the success of company goals.

To perform effectively there are many things which the library organization needs from Management. These would include: an understanding by management of the nature of library work and recognition of the library's contributions to the company; cooperation and support in defining and clarifying the major responsibilities of the library; a fundamental awareness that the quality of research is proportional to the quality and extend of the information available to the research worker; an establishment of realistic performance goals; recognition of the ability of library staff members in handling problems in their realm of responsibility; the need for attending pertinent company meetings involving long-range plans, product developments and/or expansion into new areas; receival of company bulletins and reports; a trust that company plans and projects will be kept confidential; a realistic approach to budgetary matters; an understanding of the problems of library space requirements; a professional status on a policy-making level; time for professional activities and reimbursement for expenses in attending meetings of professional societies; and a hope that our executives might sometimes demonstrate their awareness of the library workers' virtues as well as frailties.

The basic objective of a technical library is to help its company operate at a profit. This requires consistency in meeting deadlines, prompt and reliable information service, and rapidity in report dissemination. The library, to function properly, must have certain rules and regulations, but it must be willing to compromise on these when a situation demands.

The value of the special library, like many service departments, cannot be measured monetarily. It can function efficiently only if the quality of the staff is proportional to the needs and demands of the company. There is reason to believe that through technical advances, and continued attention by library staff members, the library can provide standards of service far beyond the expectations of management.

(Taken from the panel discussion April 11, 1962.)

What Does a Scientist Expect From a Special Library?

--Dr. Claus G. Goetzel, Lockheed Missiles & Space Company

This discussion will deal primarily with my experiences as a writer who is familiar with the problems which the vast amount of scientific literature represents in terms of storage, acquisition, searching, manpower, specialists etc. I have published one entire volume in the field of metallurgy, a bibliography of literature and patent references amounting to over 900 pages, and another volume of similar size is now in print. It took a large staff of specialists here and abroad to gather all of this information. It then had to be sorted, abstracted, translated and indexed. Working only in my spare time, and with the constant assistance of my wife, it took three years for each bibliography, plus another year for processing and publication. It requires almost as long to compile a volume of comparable information when the work is sponsored by a large organization, such as Lockheed Missiles & Space Co. Such a job was done recently with the Space Materials Handbook.

To expedite the flow of information a special combination of talents is required. Such personnel should be intelligent, familiar with reference sources, have the required training in science and the liberal arts that enables them to search published material and make intelligent abstracts. Foriegn language capabilities are advantageous since we must reflect world-wide research and thought. Some scientists feel that this searching of the literature should be done entirely by technical personnel; however, there are merits to an experienced staff with cross discipline training and education. In each case the requester must state his information needs carefully and in detail so that the search covers all that he wants, but not a great deal more.

A research, technical, or scientific organization which establishes a library does so in order to obtain effective, reliable, and speedy information services. It is evident that the staff of the library will certainly require some staff members who are subject specialists with diverse backgrounds but who are adaptive. The library staff, just as its collection, needs to be well balanced to serve the information requirements and user demands. All professionals on the staff must have a thorough awareness of the company's research effort, as it exists and as it is forecast for the future.

In the preparation of the Space Materials Handbook about 15% of the total effort was devoted to literature searching. This amounted to 2000 man hours covering a time period of seven months. The total search netted different bibliographies. During the accumulation and abstracting of the information, the literature searchers were expected to write short abstracts and to err on the side of reporting too much. From the list of abstracts which was submitted the scientists then selected those references which were most pertinent. The scientists then asked for a more lengthy review or a complete copy of the reference. From this material the scientist wrote a section of the handbook. Consultations with the library staff were often made to fill in weak points on the original development.

The Lockheed Missiles & Space Company's Technical Information Center, which began in 1958, now employs 59 people. Of these, 24 are professional librarians and information specialists. The Technical Information Center contains a reports section charged with handling this mass of information. Technical re-

ports are probably the most important of all publications to our research population. Since the war, technical reports have become literally the literature of science. Report literature has become increasingly memerous. Over 100,000 reports are being issued annually in connection with government sponsored research which is of interest to us. There are, in addition, untold tens or hundreds of thousands of additional unpublished technical reports emanating from other government projects. The key to our report retrieval system is the full subject cataloguing which each report receives. Each report is subjected to a review, which averages about 20 minutes, during which the subject matter of the report is identified by as many as ten different retrieval points. These include, in addition to title and author, such things as originating organization report numbers, contract number under which the report was produced, the local contract against which the report was obtained, and several key technical terms. Catalog cards are prepared for each retrieval point. 1,500-2,000 reports are processed monthly and the library which three years ago was so small, is now well organized with a total of over 116,000 report titles. Books and periodicals have likewise grown to a current total of over 32,000 volumes of books, and over 1600 total TIC journal titles with 8500 bound volumes of journals. Each of these areas of information is readily accessible through the subject cards, through the assistance of a well-trained staff, and our needs for extensive searching can be competently assigned to information specialists.

Close liason with the scientists, top management, etc., are basic necessities of a special library. This freedom of communication is essential for the welfare of the research groups. Effective utilization of information affects the competitive standing of any organization. To gain this effective utilization, it is important to give the library a direct channel to, and endorsement from top management.

In budgeting for special projects, certain projected estimates can be made in dollars per professional man served. The figure given for smaller libraries, or libraries serving diverse subject interests, is frequently about $200. per professional man served. If the library serves a group performing research within a narrow limit, the budget may be a percentage of the total annual budget of the organization which it serves, usually somewhat less than 5%. In a library serving a large research group, such as ours which serves several thousands of professional people, an adequate budget may be as low as $100. per scientific person. In estimating budgets, provision is made for purchase of publications, services (such as translations), equipment and supplies, and for travel.

It goes without saying that the skills and talents necessary for effective library services are not cheaper than those of the other support personnel, and should be on a par, with respect to salary and wages, with other professional groups.



Do your headaches involve translations? There are more than 58,000 translations on file at the SLA Translations Center and over 34,552 at your disposal through the Office of Technical Services.

THE AMERICAN FEDERATION OF INFORMATION PROCESSING SOCIETIES

SPRING JOINT COMPUTER CONFERENCE

The Chapter was pleased that the AFIPS scheduled a particular portion of their meetings to discuss information storage and retrieval techniques of particular interest and concern to librarians, and that we were contacted for program suggestions as well as being invited to participate. The number of members in attendance throughout the conference was encouragingly high, and the representation at the special afternoon sessions dealing with our particular interests was especially good.

The Special Education Program, May 3, 1962, began with a basic orientation in computers, their capacities and operations during the morning session. J. H. Herrett listed the five basic elements in any information storage and retrieval system: input, storage, arithmetic and logic, control, and output. He defined programming and the characteristics of a programmer who is principally a person who knows the situatic to be mechanized, and is familiar with machine capacities and application as a result of later training. The speaker mentioned some objections to mechanication, such as the psychological threat of something unknown and uncontrollable, and the fact that the most efficient way of generating data by machine may be in conflict with the end results desired. A film illustrated each point made, and provided close-up views of equipment.

A blackboard wired to simulate the control panel of a computer was the demonstration device for Ann Ballard who showed each of the basic mathematical processes on a computer in slow motion.

Dr. Ned Chapin demonstrated with the aid of four volunteers from the audience how the basic on/off states of computer components are capable of counting and more sophisticated mathematical processes. He stressed different types of equipment and characteristics, urging the prospective user to analyze his needs thoroughly before selecting one in preference to another.

Robert S. Meyer, in the afternoon session devoted to the adaption of machine methods to information storage and retrieval, suggested criteria for the analysis of needs and systems. He indicated that speed, accuracy, and low cost are factors of primary interest to the information specialists and administrator, while convenience and the opportunity for browsing are usually desired as well by the ultimate user of the information. Some provision for browsing may be made in programming. Various indexes and their adaptability to machine use were reviewed, and the form of final result discussed -e.g. whether location of material, bibliographic citation, abstract, or reproduction of text were desired. The librarian is seen here as provided of input data, and as middleman between user and machine.

The other speakers of the afternoon cited examples of machine applications in specific companies, with different objectives, methods, and problems: Mr. Joseph N. Dyer dealt with the attempt to ferret out redundancy in administrative reports by machine-coded search criteria, and found difficulties in standardization and analysis. Fred G. Stockton gave a detailed analysis of coding procedure, using IBM cards, and Robert E. Durkin outlined the operations used in the transition from a conventional library to a mechanized system, in which catalog cards and a technical bulletin are generated by machine now, with provisions made by punched magnetic tape for machine searches and ultimate subject bibliographic lists at a later date.

Dr. I. A. Wahrheit acted as chairman, summarized the presentations and directed a lively question period, in which the topics ranged from cost analysis and productivity of machine systems to the development of interdisciplinary thesauri.

--Lisa Fajardo
Varian Associates Library

PROGRESS OF THE ASTIA THESAURUS REVISION REPORT

The second edition of the Thesaurus of ASTIA Descriptors, under intensive revision since November 1, 1961, is approximately 80 per cent complete and final publication is expected this fall.

With the hard core revision work nearly completed, several editorial runs will be made to assure proper cross referencing, spelling and clean up of printing details.

Revision actually got underway with a two-day meeting, August 14-15, 1961, when ASTIA heard reports from four people who were uncommitted to any particular system or philosophy and were recognized in the field of documentation for their wide interest and knowledge.

Reports were made by Dr. Julian F. Smith, Lenoir Rhyne College, Hickory, North Carolina; Dr. Karl F. Heumann, Office of Documentation, National Academy of Science, Washington, D.C.; Mr. G.E. Randall, IBM Research Center, Yorktown Heights, N.Y.; and Mr. Albrecht J. Neumann, Ratheon Company, Lexington, Mass.

The result of that two-day session was a recommendation to use the structure and concept of arrangement of the first edition of the Thesaurus of ASTIA Descriptors published in May 1958 and build on this base. This implied that future editions should maintain continuity with the past while updating in terms of the state of the art and changing technological needs.

Intensive revision began in November and is being continued on the ASTIA premises in cooperation with a group working under contract with the Engineers Joint Council. Voluntary participation by documentalists and special librarians was encouraged and their efforts were most gratifying. Some 300 professionals representing industrial, government, and academic entities have participated in a series of briefings and meetings held this winter and spring. A number of these people have spent from as long as a day to a week at ASTIA working with members of the permanent staff on those portions of the Thesaurus in which they have a special interest or experience.

Meetings are held at ASTIA on the first Wednesday of each month. At the December 6, 1961, meeting, thirteen problems were presented to the participants as the major areas of concern for building a systematic list of retrieval terms. These were: Scope Notes, Synonyms, Group and Field Arrangement, Combined Words, Selectivity, Identifiers, Modifiers, Appendix-Reverse Order Index of Descriptor Terms, Format of Thesaurus, Compatibility of other Thesauri, Consistency of Assignment of Descriptors, Chemistry, and Pyramiding.

At the January 3, 1962, meeting, these problems were divided among eight groups:

Group #1 Scope Notes, Synonyms, Indexing Negative and Positive Statements with Mr. Bart E. Holm, N. I. du Pont de Nemours & Co., Wilmington, Delaware, as Chairman.

Group #2 Group & Field Arrangements & Conversion of Distribution Guide with Mrs. Rowena W. Swanson, Air Force Office of Scientific Research, as Chairman.

Group #3 Combined Words, Selectivity, Modifiers and Role Indicators, Consistence of Descriptor Assignment, and Pyramiding with Mr. Mendall Thompson, Library of Congress, as Chairman.

Group #4 Glossary of Terms with Mr. Albrecht J. Neumann, Raytheon Company, Lexington, Massachusetts, as Chairman.

Group #5 Identifiers with Mr. Fenton L. Kennedy, Applied Physics Laboratory, Johns Hopkins University, Silver Spring, Md., as Chairman.

Group #6 Format and Reverse Order Index of Descriptors with Mr. Hugh Sauter, National Aeronautic and Space Administration, as Chairman.

Group #7 Compatibility with Other Thesauri with Mrs. Ethel Marden, National Bureau of Standards, as Chairman.

Group #8 Chemistry with Dr. Julius Frome, U. S. Patent Office as Chairman.

Project Officer for the revision is Mr. Paul Klingbiel, Director, Lexicography Directorate ASTIA. Mr. Heston Heald, ASTIA Deputy for Science and Technology, has overall responsibility for the project.

A contract was let last fall to the Engineers Joint Council for coordinating the day-by-day work of the revision. Mr. Eugene Wall of Documentation Incorporated has been detailed to EJC to serve as chairman of the working panel.

...ASTIA Headquarters

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SPEAKING OF PROJECTS ...

I believe that a worthy project for the Chapter to undertake would be

_____

_____

_____

If this suggestion meets with the approval of the Board, I would/would not be willing to assist in working on the project.

(Signed)_____

MAIL TO:

Mr. Glenn R. Maynard, Ln.
U. C. Rad. Lab.
P. O. Box 808
Livermore, California

IBM Opens New Library Facilities

We would like to introduce you to a new library system, the IBM General Products Division Development Laboratory Library at San Jose.

Once housed in crowded temporary quarters in one of the laboratory buildings, the Development Laboratory Library now occupies modern, comfortable facilities. During the past seven months, the library has increased its manpower, its holdings, and its floor space more than fivefold. The library has the responsibility of supplying technical information to a staff of more than one thousand scientists, engineers, technicians and administrative employees.

Professional library staff members are pictured at right. They are: Burton Lamkin, Librarian, August 1961, formerly with the Honeywell Research Center in Minnesota, immediate past President of the Minnesota Chapter; Allan Pratt, Librarian, Systems Planning, August 1961, formerly with Convair in San Diego; Lo Anne Jex, Library School student, IBM transfer, November 1961; Beverley Clarke, Order and Receiving, November 1961; and Louise Stubblefield, Librarian, Reference, January 1962, formerly with General Electric in San Jose.

The staff's initial efforts were spent in planning the layout of the new library facilities, designing special library furniture, and acquiring new books, periodicals and other materials.

Currently, a mechanized library system is being planned. To implement planning, a prime objective was to analyze very thoroughly all the numerous requests and materials handled by the library. This analysis has recently been completed, and an investigation has been undertaken to determine what machines may be used for the new library system.

During late summer or early fall of this year, we plan to conduct a seminar for those librarians wishing a bird's eye view of our project. If you should like to attend, please notify us by returning the Interest Register on the back of this page, or call us at 297-2950, Extension 2908. Detailed information will be mailed to you this summer regarding this seminar.



B. Lamkin



A. Pratt



L. Jex



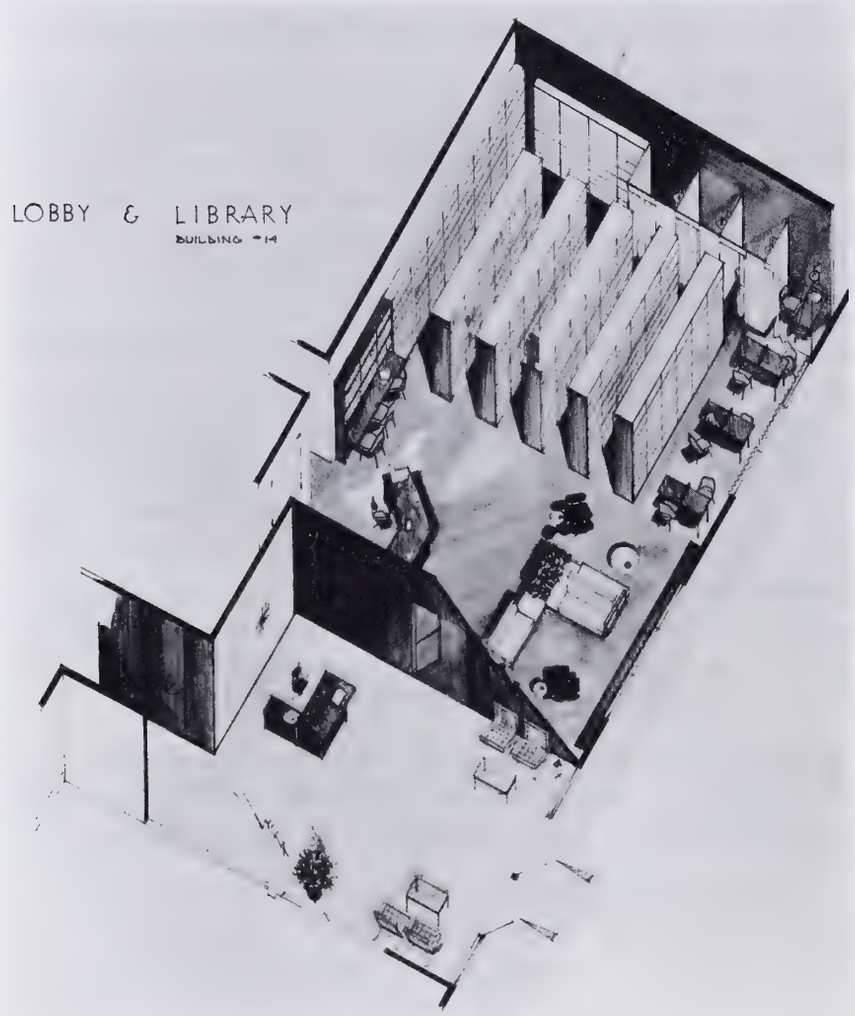
B. Clarke



L. Stubblefield

The new General Products Division Development Laboratory Library is located just to the right of the lobby in Building 014 at the IBM plant site in San Jose. With 2700 square feet of floor space as compared to the 500 square feet in the former quarters, the new library offers increased service and facilities.

Three main areas make up the new library: the main reference-reading room (see below an artist's rendition of the main reference room), the document storage area, and the staff room. The main reference room is the largest and contains eight lounge seating places, six table places, three reference stools, and four study enclosures. The



document area is a secure depository for confidential material. The library staff conduct their operations in the staff room, performing the functions of ordering, receiving, cataloging and other reference and service activities. This room will be equipped with a microfilm reader-printer and a Xerox 914 Copier.

- -

Return to:

GPDDL Library
IBM Corporation
Monterey & Cottle Rds.
San Jose 14, Calif.

Attn: L. Jex

I am interested in receiving information about the seminar to be held at the new IBM library.

Name _____

Mailing address _____

_____

U. C. LIBRARY SCHOOL DEAN APPOINTED

The University of California Board of Regents has announced that Dr. Raynard Coe Swank has been named Dean of the School of Librarianship on the Berkeley campus. He will hold an appointment as Professor of Librarianship at U.C. in addition to serving as dean.

Dr. Swank succeeds acting dean LeRoy C. Merritt, who will return to full-time teaching and research. Dr. Swank has been Director of University Libraries at Stanford University since 1948. He is a member of the council of the American Library Association, Director of the ALA's International Relations Office, and active in a number of other scholarly organizations.

Dr. Swank received his Ph.D. in librarianship from the University of Chicago in 1944. Before joining Stanford University, Dr. Swank served at the University of Minnesota and the University of Oregon.

As a long-time friend of the Chapter, and personal friend of many of our members, Dr. Swank has always been generous in his consideration of requests for assistance, advice and speaking engagements. Members will recall his interesting, informative review of the USSR Institute of Scientific Information and discussion of the National Documentation Centers in the Developing Countries of the World which he presented to us in February.

Our congratulations to Dr. Swank and to the U.C. School of Librarianship on this appointment. We anticipate a long period of service that will be mutually rewarding and stimulating.

1962-63 SLA NATIONAL OFFICERS ANNOUNCED

The Elections Committee has announced that the following candidates received a majority of votes cast for each office:

President	Ethel S. Klahre
First Vice-President & President-Elect	Mrs. Mildred H. Brode
Second Vice-President	Robert W. Gibson, Jr.
Secretary	Mrs. Jeanne B. North
Treasurer	Ralph Phelps
Director	Mrs. Elizabeth B. Roth
Director	Joan M. Hutchinson

Congratulations to BETTY ROTH and JEANNE NORTH from each member of the Chapter. We know they will serve the national office in the exemplary manner that typifies each of their undertakings.

PLEASE PATRONIZE
OUR ADVERTISERS

MRS. MARGARET M. ROCQ, ROSE BOOTS AND FANNIE SIMON SELECTED FOR SLA HALL OF FAME

The late Rose Boots, formerly Chief Librarian of the McGraw-Hill Publishing Company, Inc., Mrs. Margaret Miller Rocq, retired Chief Librarian of the Standard Oil Company of California, and Fannie Simon, retired Librarian and Associate Editor of McCall's Magazine, have been selected for the 1962 SLA Hall of Fame in recognition of their sustained services and many contributions to the development of the Special Libraries Association. The Hall of Fame was established in 1959 to honor outstanding members upon, or near, the completion of active professional careers. Hall of Fame medallions will be presented to Mrs. Rocq and Miss Simon on May 29 at the Association's Annual Banquet in Washington, D. C.

In announcing the 1962 selections, SLA President Eugene B. Jackson (Chief Librarian, Research Laboratories, General Motors Corp.) stated: "Rose Boots, Mrs. Margaret Miller Rocq and Fannie Simon have all held important library positions, all have participated in Chapter, Division and Association activities, and all have evidenced pride in and devotion to their profession by giving unstintingly of themselves and their experiences to promote special librarianship. Rose Boots' belief in the value of special library education prompted her to propose the establishment of and then support and work for the growth of the SLA Scholarship and Student Loan Fund. Mrs. Margaret M. Rocq's concern with improving technical research techniques lead her to participate on a number of indexing, abstracting, union list of serials and program committees, and recently she served as chief editor of the Petroleum Section's U. S. Sources of Petroleum and Natural Gas Statistics, published by the Association in the fall of 1961. Fannie Simon's long and active participation in the New York Chapter convinced her that special librarians benefited from subject-interest organizations, and she helped found the Publishing Division and also the Advertising and Geography and Map Groups within the New York Chapter, which were the forerunners of those Association Divisions." The Chapter extends a hearty congratulations to Margaret Rocq upon her receipt of this well-earned honor, and take this opportunity to thank her for the exemplary service she has given in support of local and national SLA endeavors.

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TO: Mr. Glenn R. Maynard, Ln. (Please complete and mail)
U. C. Lawrence Radiation Laboratory
P. O. Box 808
Livermore, California

I would like to suggest that the Chapter consider the following as one of the programs for next year:

Topic: _____

Details & Comments _____

_____

_____

I would/would not be able to assist in arranging such a program.

I would suggest _____ as a speaker or participant in such a program.

(Signed) _____

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Rough Deals	.90
Last Night's Date	.20
Your Vacation	.25
Your Morals	2.00
"Foaming"	1.50

CLASSIFIED RATES LISTENING TO:	Listening Time Limit 12 min.
Monologue on the idiosyncracies of your Asst.	1.55
...of your Associates	1.29
...of the Project Director	1.63
...Project, & how it should be handled	4.25
Additional Projects, each	2.50

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This is really difficult listening to, and rates are somewhat higher

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If moaning & sympathy is required $1.00 extra

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The Abstracting of journals 2 min. limit	$1.00
The library here 1 min. max.	$5.00

Settling a fight	$5.00

(We will positively not listen to any argument between any individual and subordinate.)

IT'S BEEN GOING ON ALL YEAR ...

Two or three people have been trying to out-guess you all year. Out-guess you in that, with the help of officers, committee chairmen, and members, we have tried to guess ahead of time what types of features and reports would be the one you would read. The same motley crew has tried to provoke you..to get you to speak out.. to find out just how much more your membership returns to you when you join in as many activities as your good intentions list showed. This crew has tried to mirror the voices and thoughts of your officers and fellow members, as well as the Association, in black and white on the pages of the Bulletin. Your contributions have aided this facet of the Chapter activities to better reflect the San Francisco Bay Region SLA to the entire library community as well as to our members. It is hoped that you were a reader and/or a contributer since they received more satisfaction than others.

We have had five issues of the Bulletin rather than the customary four. Through the generous compilation and printing of the Directory by IBM Advanced Systems Division, and the artwork done by Lockheed, we were able to redesign the masthead and have it printed in color. Offset printing, with its use of xerox and ektalith, gave us more attractive copy, and enabled us to offer more flexibility in the use of photographic material and advertisements. This change allows us to feature any advertisement printed in commercial publications, and has been well received by our advertisers as well as readers.

Specifically, this year we have included the use of

1. Pictures of speakers, officers, members featured in the Pinspot Profiles, and items that would add interest and appeal, as well as aid in familiarizing newer members with the Chapter.
2. Resumes or complete text of papers presented at meetings were presented.
3. New types of features were encouraged: Pinspot Profiles of members libraries; the announcement of meetings in the area; reviews of symposia or conferences attended by members, etc.
4. A closer liaison with other library associations and related documentation groups was stressed. Meetings and programs were announced and reviewed.
5. A closer liaison with library schools in the area, particularly U.C. Berkeley.
6. Members, especially newer members and those from whom we heard only infrequently, were urged to contribute to the Bulletin or other Chapter events.

Your reception of the Bulletin and your ready response to requests for contributions has been encouraging. Do extend the same enthusiasm to your new editor so it can go on all next year with the same enthusiasm..

Ken Carroll, Editor

===+===+===+===+===+===+===+===+===+===

THE INSTITUTE ON THE FUTURE OF LIBRARY EDUCATION, held in Cleveland, Ohio, April 25-28, remanded 101 recommendations, suggestions and proposals to an editorial committee for review and publication in the Journal of Education for Librarianship. The Institute explored needed changes in library schools based on projections and theories presented in Library Trends, July and October, 1961. The recommendations to be published in the Journal should make interesting reading...

TUUM EST

The months have flown and here's another June.
Each program you missed suffered just a bit---
Variety was there, innovations, and even wry wit---
From translations to keypunch classes,
And science fiction for the masses
Challenging, provoking thoughts were our tune
But now as time dulls the programs' effects
A whisper repeats Tuum est, Tuum est.

Look at that year now past.
Did you flit from task to task
And never contribute to the Association?
A bit of effort and participation
Makes it your Chapter -- the very best.
Your choice is subtle but Tuum est, Tuum est.

As next years plans get under way
Be ready to serve and do your part---
Help on committees is a real good start,
And below's a form you can mail today.
(At poetic urging I'm not the best
But the saying's said -- Tuum est, Tuum est.)

TO CHAPTER MEMBERS

Name _____

Address _____

_____

_____

I should like to work in the Chapter activities

_____in any category _____in specific categories only

I prefer to participate in the following, in the order numbered 1, 2, 3:

_____Archives
_____Bulletin
_____Advertising
_____Duplicate Exchange
_____Education
_____Employment
_____Hospitality
_____Membership
_____Program
_____Projects
_____Publicity
_____Recruitment and Training

Please clip and mail to:

Mr. Glenn R. Maynard, Ln.
U. C. Lawrence Radiation Laboratory
P. O. Box 808
Livermore, California

EDUCATION COMMITTEE

ANNUAL REPORT
1961/62

The Committee concentrated its efforts this year on implementing proposals made following a local 1959 conference on library education. It outlined a program in two areas: (1) continuing education for librarianship; and (2) training for non-professional personnel.

The Committee's major efforts were devoted to the establishment and management of a course on "New Developments in Reference Materials in Science and Business". This one-credit course was offered during the Spring Semester by the University of California Extension Division with the cooperation of the Chapter and the School of Librarianship in Berkeley. It consisted of eight two-hour lectures on successive Monday evenings, given at the Extension Division's San Francisco Center.

The course was an unqualified success in terms of enrollment. Paid registrations reached 75 before the closing date: 28 of these librarians took the course for credit. The course was still being conducted at the time this report was written, hence final evaluation will have to be transmitted to the Chapter at a later date.

The often delayed two-day workshop for non-professional personnel has been rescheduled again for 13-14 September 1962 at the University of San Francisco. The workshop, tentatively entitled "Introduction to Techniques for Library Assistants" will be designed to provide a background of fundamentals leading to a clearer understanding of basic library operation. The Committee has enlisted the aid of a coordinator to organize the workshop. Her name will be announced shortly.

Before the close of the present year's term, the Committee hopes to be able to recommend to the Chapter that it continue the program of "Continuing Education for Librarianship" through the suspices of the University of California Extension Division. It will propose that two kinds of courses be offered in this program: (1) a series of one-credit eight-session refresher courses similar to this year's offering; and (2) several regular courses similar to, or identical with, regular session courses now offered in the degree program at Berkeley.

--- Russell Shank, Chairman

SLA ⟶ WORKSHOP FOR NON-PROFESSIONAL LIBRARY ASSISTANTS ⟶ USF

The Chapter and the University of San Francisco are sponsoring an intensive workshop designed to give practical training in the varied duties of non-professional library assistants. The Workshop is scheduled for SEPTEMBER 13-14. There will be lectures and discussions as well as demonstrations and actual practice by those enrolled. Enrollment is limited to the first 50 applicants. Cost: approx. $20. Fee includes luncheon and coffee-breaks both days of the class. FOR FURTHER INFORMATION contact Mrs. Dorothy Williams, 175 Doranthes Avenue, S.F. 16. (SE 1-8891)

THURSDAY-FRIDAY SEPTEMBER 13-14 SLA-USF WORKSHOP FOR NON-PROFESSIONALS

DEATH CLAIMS CHAPTER FOUNDER

Mrs. Hildegarde (Flügel) Millar, a founder of the San Francisco Bay Region Chapter, SLA, died, Saturday, March 24, in Berkeley. When she came from Stanford University Library to be the librarian of the Standard Oil Company of California library, soon after it was established about the end of World War I, she quickly realized the need to know other business information sources in the area, and brought together the first group of six librarians to be found at that time in business organizations in San Francisco. She gave enthusiastic leadership to this small group and in 1921 it formed a local association of special libraries, which soon proved its value to the growing business libraries of the 1920's. Thirty members met in October, 1924, to organize the San Francisco Chapter of the Special Libraries Association. Although Hildegarde Millar left the Standard Oil Company of California's library in June, 1921, to be married, she was one of the charter members of the new Chapter and took part in some of its activities for a time.

She also created interest in having the first meeting of a few special librarians from San Francisco and Southern California held at the Annual Convention of the California Library Association at Lake Tahoe in 1921, which later developed into our Joint Chapter meetings.

In 1937, Hildegarde Millar returned to special library work, as Head of the Bureau of International Relations Library at the University of California in Berkeley. She developed the collection and special services which has made it a most useful and well-known library in its field. During her twenty-one years at this library, she also contributed a great deal to SLA's activities in connection with the United Nations. In 1945, she worked closely with the United Nations Conference Library in San Francisco. SLA's President appointed her to represent SLA at the Tenth Anniversary of the United Nations Conference in San Francisco, June 1955. She assisted with the "Asia in Books" exhibit set up by the San Francisco Bay Region Chapter during the Sixth National Conference of the U.S. National Commission for Unesco in San Francisco, November, 1957.

From the start of our Chapter, and into her retirement years, Hildegarde Millar contributed in a vital way to SLA and the development of special libraries in this area.

Shortly after her retirement in 1958, she reorganized the Hexcel Products, Inc. library, in Berkeley.

Hildegarde Millar's warm and vivid personality will be remembered especially by her library users, who always felt her sincere interest in them and in their work. Her helpfulness and friendship meant a great deal to the students, many of whom knew her as "Mrs. M."

A few years ago, in recognition of her service to students, Delta Phi Epsilon, the national foreign service fraternity, established the Hildegarde Millar Award, presented annually to outstanding students planning careers in federal service or international relations. She was also elected an honorary member of the fraternity, and was one of the few women to hold the Delta Phi Epsilon honor key.

Mrs. Millar is survived by her son, George Millar, and two grand-daughters.

GUIDE TO SPECIAL ISSUES AND INDEXES OF PERIODICALS

799 periodicals, representing a comprehensive cross-section of major industries, professions and consumer interests, are listed alphabetically with data on their special features, editorial and advertiser indexes. The major portion of the GUIDE is devoted to descriptions of the specials, i.e., annual features, annual sections or supplements, and for these the titles, subject area and month of publication are shown. For periodicals publishing a cumulative editorial index, the frequency, form (part of a regular issue or a separate release) and type of index (subject, title, author) are given. Also noted are those periodicals which contain an advertiser index in their issues or publish one separately.

An extensive index provides rapid access to subject classifications of the specials and the periodicals. In addition to subject entries, associations are listed by name to indicate report of a convention or a trade show.

This new aid in locating specialized data was prepared by the New York Advertising Group. The book, published by Special Libraries Association, contains 136 pages and is priced at $5.75. Order from Special Libraries Association, 31 E. 10th St., New York 3, N.Y.

* * * * * * * * * * * * * * *

CHAPTER BULLETIN ADVERTISING - 1961-1962

The following is a listing of BULLETIN advertisers and advertising income of the Chapter for the period October, 1961, through June, 1962:

Aero-Space-Tech-Tronic Back-Files Co.	$19.00
Aerojet-General Corporation (Recruitment)	14.00
W. R. Ames Company	50.00
Ampex Corporation (Recruitment)	12.50
Perry G. Davis, Bookbinding	38.00
Foster & Futernick Company	17.00
Gaylord Brothers	19.00
Japan American Tourist Bureau	12.50
National Magazine Company	38.00
National Publications Company	23.00
Stacey's Bookstore	36.00
*Town & Gown Bookhouse	32.00

(*Payment not yet received from Town & Gown Bookhouse account)
There was an increase of over $90 in advertising income during the past year.

---Mark Baer, Advertising Chairman

EMPLOYMENT COMMITTEE REPORT - 1961-1962

This year some changes were made in the way our chapter notifies applicants of job openings. In the past individual referrals were made rather than issuing lists of openings. Now, due to the sizeable number of people who have applied to our chapter for employment information, especially from out-of-state, we are unable to handle the inquiries on an individual basis. Starting in April placement listings of all available job openings were sent to applicants registered with the employment committee.

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IF THERE ISN'T ENOUGH OF IT.
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MArket 1-7162
MArket 1-1172

EMPLOYMENT COMMITTEE REPORT - 1961-1962 (CONT'D)

COMMITTEE STATISTICS

Number of new applications	-- 84	Applicants Registered (4/30/62)	-- 80
New positions listed	-- 41	Positions Available (4/30/62)	-- 13
Placements during the year	-- 8	Interviews	-- 55
Referrals	--160	Non-Professional Placements	-- 5

Salary range of placements:

$5000-$6000 ---- 2
$6000-$7000 ---- 3
$7000-$10,000--- 3

---Doris Lanctot, Chairman

MEMBERSHIP REPORT 1961-1962

Membership records of the Chapter as of April 16, 1962 show the following:

I	Sustaining	- 6
II	Life	- 1
III	Active	- 191
IV	Affiliate	- 1
V	Associate	-51
VI	Student	- 2
VIII	Emeritus	- 1
	Total	253

The following statistics, including membership changes, were recorded for the year, July 1, 1961 through April 16, 1962:

New members joining the Chapter	- 23
Members transferred to the Chapter	- 21
Reinstated members	- 7
Members resigned from the Chapter	- 3
Transferred members from the Chapter	- 6
Members dropped for non-payment of dues	- 22
Letters of welcome	- 43
Prospective members contacted by letter	- 20

--Glenn R. Maynard, Chairman

NATIONAL AGRICULTURAL LIBRARY

The 100th anniversary of the U. S. Department of Agriculture's Library was to be its last under that designation. If you have not brought your notes uptodate, the library's name has been changed and it is now the National Library of Agriculture.

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Belmont, California

PROGRESS THROUGH KNOWLEDGE

"Progress Through Knowledge" will be the theme underlying the more than 45 program meetings scheduled during the 53rd Annual Convention of Special Libraries Association, which will be held May 27-31, 1962, at the Sheraton-Park and Shoreham Hotels in Washington, D.C. Approximately 2,000 special librarians serving business firms, industry, government, educat onal institutions, museums, advertising agencies, professional associations and social welfare organizations in the United States, Canada and abroad are expected to attend the five-day meeting. Dr. Detlev W. Bronk, President of the National Academy of Sciences-National Research Council and President of The Rockefeller Institute, will deliver the keynote address after a welcome by L. Quincy Mumford, Librarian of Congress. Verner W. Clapp, President, Council on Library Resources, Inc. will preside at a second general session devoted to a panel on "Research Sponsored by the Council on Library Resources of Particular Interest to Special Librarians."

The application of large computers to information storage and retrieval, preparation and printing of public documents, government sources of information, standards for newspaper libraries, education for science information personnel, special libraries in underdeveloped areas, and the present status of pictorial archives in the United States are but a few of the many pertinent topics to be discussed by prominent specialists and panel speakers at programs arranged for the Association's 16 subject-interest Divisions. Kenneth Carroll of our Chapter will Chair a "workshop" on Bibliographic Techniques, including documentation of technical reports and techniques. An embassy tour, open to all, will raise money for the Scholarship and Student Loan Fund. President Eugene B. Jackson, Chief Librarian, Research Laboratories, General Motors Corporation, will preside at the Annual Business Meeting at which new, proposed bylaws that include modifications in the present membership requirements will be discussed.

Throughout the Convention the SLA Placement Service will be available both for members seeking new library positions and for employers looking for qualified library staff. 71 booths in an extensive exhibit area will display the latest library equipment, publications, supplies and services.

Representatives of other library associations belonging to the Council of National Library Associations will be guests at a number of Convention affairs. At the Annual Banquet on the evening of May 29 the Association's Professional Award, H. W. Wilson Company Chapter Award, National Library Week Publicity Award, Membership Gavel Award and 1962-63 scholarship awards will be presented. The Library of Congress, IBM Exhibit Center, National Archives, National Library of Medicine, Navy Hydrographic Office, Documentation, Inc., ASTIA and the Bureau of Old Age & Survivors Insurance are among the many special government and research libraries in the Washington and Baltimore areas that will be visited.

DOCUMENTATION: A REPORT BIBLIOGRAPHY PREPARED BY ASTIA

An ASTIA bibliography that might have escaped your attention, but one which many will find a desirable addition to their collection. The bibliography includes documents cataloged by ASTIA from 1953 through 1 December 1961. Entries have been included on information retrieval systems, artificial intelligence, information theory, character and pattern recognition, mechanical translation, linguistics, and speech analysis. ASTIA AD 267-000, Dec. 61, 277p.)

Want to try for a second one?? May we suggest..
LANGUAGE ORIENTED RETRIEVAL SYSTEMS, by Paul H. Klingbiel (ASTIA Hq.). Feb. 62. ASTIA AD 271-600, 105 p.

Charter Member Dies

Agnes Raber Green Reinero, Charter Member of the San Francisco Bay Region Chapter, died March 8, in Berkeley. Agnes Reinero joined the Pacific Gas & Electric Company in 1923, and re-activated the Library. In June 1959 she retired and has since been associated with the University of Michigan Institute of Social Research.

Active in SLA, she was Secretary-Treasurer of the S.F. Chapter in 1927; Chairman of the Employment Committee in 1947, and served on a number of committees in the interim, especially the Union List Committee.

Mrs. Reinero leaves a daughter, Barbara Arnott, who is also a librarian, and a grandson, Robert Andrew Arnott.

PINPOINT PROFILE

AMPEX CORPORATION TECHNICAL INFORMATION SERVICE

Redwood City, California

Mark Baer, Manager, Information Services

The Ampex Technical Library comprises a collection of books, journals and documents pertinent to the field of magnetic and non-magnetic recording, including substantial holdings in chemistry, physics, mathematics and engineering technology, as well as material on general management, marketing and production.

As a part of the Research and Engineering Division, its primary function is to serve the scientific and technical personnel of Ampex Corporation. In addition to the Redwood City facility, the Library also serves Ampex facilities located at Sunnyvale, California; Culver City, California; Opelika, Alabama and Reading, England.

The book and bound journal collection currently numbers approximately ten thousand volumes and internal and external documents approximately five thousand. Periodical titles received number slightly over six hundred.

Complete reference service is offered, including comprehensive literature searches and the publication of special bibliographies. Twice a month the library publishes the Technical Information Service Bulletin, listing new books, documents, bibliographies, patents and abstracts of current technical articles.

The library maintains its own photo-copy service and is currently providing copies of technical material at the rate of three thousand pages per week.

The staff of the Technical Library includes five professional librarians and five library assistants.



REPORT OF THE PUBLICITY COMMITTEE, 1961-62

The bulk of the work of this committee, which was for some reason a one-member committee, was the preparation and distribution to the appropriate press releases announcing the Chapter meetings during the year which had a public interest aspect.

The releases were reasonably-well received by local press, and stories appeared in metropolitan and suburban papers. The November meeting, in conjunction with the Library school at the University of California, Berkeley, was covered. The March meeting in San Francisco, at which Mr. Kenneth Carroll and Mr. Warheit spoke, was not so well covered, but the meeting in Jack London Square received publicity both in Oakland and San Jose and Palo Alto.

The Chairman did not have time to "set-up" any feature stories, as had been done in the past. The newspaper publicity which was obtained may seem satisfying to some, but the basic question or assumption behind the effort is not entirely certain: Of what value is it, anyway? That is why the chairman of the Committee, who was once a publicity agent and photographer, left that field. Aside from the perfunctory distribution of notes to the public of what we are doing, for whatever worth this may have, the Chairman, and the entire Committee, feel that it is far more worthy to have the press come to the Association and ask for coverage. Whenever we do something worth real publicity, this will automatically happen. If you <u>are</u> meaningful to the public eye, you will not be ignored.

The major effort of the publicity committee will occur after this report: namely in the submission of the Chapter's entry in the H. W. Wilson contest. Photographs have been taken of most of the principal lecturers in the University extension course, co-sponsored by SLA, and write-up and presentation of the project will all follow.

-- T. B. Yerke, Chairman

CONSULTATION COMMITTEE - 1961-1962

During the year the Chapter Consultant Officer received three requests for assistance on library organization and practices from existing libraries. In two cases interviews were given, one each by the Consultant Officer and Miss Johnson, and the third request was handled through preparation of a list of references. Five inquiries were forwarded from SLA's Executive Secretary. Some of these inquirers may apply for further assistance from this committee.

Inquiries normally come to the committee from Association officers, the Executive Secretary, Chapter officers and individual SLA members. The Committee will welcome leads on any company or other organization interested in establishing a library.

Kathrine Johnson was chairman of the Subcommittee on Promotion of New Libraries and representative of the committee on the Peninsula.

Kathrine E. Johnson

Doris Lanctot (Chairman,
Employment Committee)

Margaret M. Rocq, Chairman and
Consultant Officer

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CHAPTER BULLETIN AVAILABLE ON SUBSCRIPTION

The Chapter Executive Board has approved the recommendation that the SLA San Francisco Bay Region Chapter Bulletin be made available to non-members on a subscription basis. It was moved and approved that five dollars per year be established as the subscription cost, and that this amount will include receipt of the Chapter Directory, if requested by the subscriber. The Directory will not be sold separately, but may be obtained as part of the Bulletin subscription.

Members and Committees are urged to publicize this availability to interested non-members, vendors, schools, public libraries, etc., since inquiries have been received and the potential subscribers appear to be in these activities closely related to SLA activities and interests.

Inquiries, pending the appointment of the 1962-63 editor, should be directed to Glenn R. Maynard, U. C. Lawrence Radiation Laboratory Library, P. O. Box 808, Livermore, California.

REPORT OF THE ARCHIVES COMMITTEE, 1961-1962...

Association and Chapter publications have been put in the Archives according to procedure. No major projects have been undertaken during the year. During the summer the Chapter Bulletins for the period 1956-1962 will be bound.

--Elise Hoffman, Chairman

calendar of events

A listing of library associations regional and national meetings, meetings related to information problems and services, and other professional groups whose meetings are scheduled for this area are listed. Those belonging to library and information-oriented groups not listed, should notify the editor of future meeting schedules for their inclusion.

MAY

27-31 SPECIAL LIBRARIES ASSOCIATION, 53rd Annual Convention. Shoreham and Sheraton-Park Hotels, Washington D.C.

JUNE

INTERNATIONAL SYMPOSIUM ON X-RAY MICROSCOPY AND X-RAY MICROSCOPY AND X-RAY MICROANALYSIS, 3rd, Stanford, Calif. Contact Dr. H. Pattee, Dept. of Physics and Biophysics Lab., Stanford Univ.

4-8 MEDICAL LIBRARY ASSOCIATION, Sheraton-Chicago Hotel, Chicago, Ill.

6-8 SOCIETY OF TECHNICAL WRITERS & PUBLISHERS, Annual Convention, Sheraton Hotel, Philadelphia.

14-16 (Library) EQUIPMENT INSTITUTE, Univ. of Miami Library. A pre-conference institute preceeding ALA's annual meeting.

14-AUG 4 LAW LIBRARY ADMINISTRATION, Summer Course. School of Library Science, Western Reserve Univ.

15-16 (Library) PUBLIC RELATIONS WORKSHOP, Barcelona Hotel, Miami Beach Fla. (A pre-conference workshop preceeding ALA's 81st Annual Convention.)

17-23 AMERICAN LIBRARY ASSOCIATION, Annual Meeting. Miami Beach.

18-21 U.S. NATIONAL COMMITTEE ON THEORETICAL AND APPLIED MECHANICS, AIChE, AMS, APS, ASCE, ASME, IAS, SESA, Applied Mechanics National Congress, Berkeley, Calif. Contact W. Goldsmith, Univ. of California, Berkeley 4, California.

19-22 INSTITUTE OF THE AEROSPACE SCIENCES, Jun 19-22 Summer Meeting, Los Angeles, Calif. Contact IAS, 2 East 64th St., New York 21, N. Y.

20-22 INTER-SCIENCE, SAN DIEGO U.S. NAVAL HOSPITAL, AIEE, IRE, UNIV. OF CALIFORNIA AT SAN DIEGO, SIMULATION COUNCILS, INC., ASTRONAUTICS DIVISION OF GENERAL DYNAMICS, Second Annual San Diego Symposium and Exhibit on Biomedical Engineering, Stardust Motor Hotel, San Diego, Calif.

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JUNE

21-23 ASTRONOMICAL SOCIETY OF THE PACIFIC, 1962 Summer Meeting, Victoria, British Columbia, Dominion Astrophysical Observatory and Victoria College.

25-27 INSTITUTE OF RADIO ENGINEERS, 6th National Converence on Product Engineering and Production, Los Angeles, Calif. Contact Lionel Crown, International Computer, 4301 Redwood Ave., Los Angeles 66, Calif.

26-28 AMERICAN METEOROLOGICAL SOCIETY, 203rd National Meeting, Univ. of Alaska, Fairbanks, Alaska.

27-28 DENVER RESEARCH INSTITUTE, UNIVERSITY OF DENVER, Ninth Annual Symposium on Computers and Data Processing, Elkhorn Lodge, Estes Park, Colo. Contact W. H. Eichelberger, Chairman, Arrangements, Denver Research Institute, Univ. of Denver, Denver 10, Colo.

JULY

1-5 AMERICAN ASSOCIATION OF LAW LIBRARIES, San Francisco.

17-18 ROCHESTER CONFERENCE ON DATA ACQUISITION AND PROCESSING IN MEDICINE AND BIOLOGY, Whipple Auditorium, Strong Memorial Hospital, Rochester, N. Y. Contact Kurt Enslein, Brooks Research Inc., P.O. Box 271, East Rochester, N.Y. See July 18-19.

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JULY

18-19 INSTITUTE OF RADIO ENGINEERS, Data Acquisition and Processing in Medicine and Biology, Whipple Auditorium, Strong Memorial Hospital, Rochester, N.Y. Contact Kurt Enslein, Brooks Inc., 499 W. Comm. St., P. O. Box 271, East Rochester, N.Y.

AUG. INTERNATIONAL UNION OF PURE AND APPLIED PHYSICS, International Symposium on X-Ray Microscopy and X-Ray Microanalysis, 3rd, Stanford, Calif. Contact Dr. Howard H. Pattee, Dept. of Physics and Biophysics Lab., Stanford Univ., Stanford, Calif.

8-10 UNIV. OF CHICAGO, GRADUATE LIBRARY SCHOOL, 87th Annual Conference. Topic: Small and Medium-sized Public Libraries.

8-10 DENVER RESEARCH INSTITUTE, Eleventh Annual Conference on Application of X-Ray Analysis, Albany Hotel, Denver, Colo. Contact W.M. Mueller, Denver Research Institute, Univ. of Denver, Denver 10, Colo.

10-11 INSTITUTE OF THE AEROSPACE SCIENCES, The Future of Manned Vehicles in Air and Space, Olympic Hotel, Seattle, Wash. Contact IAS, 2 East 64th St., New York 21, N. Y.

14-16 INSTITUTE OF RADIO ENGINEERS, International Conference on Precision Electromagnetic Measurements, NBS Boulder Labs., Boulder, Colo.

15-17 AMERICAN ROCKET SOCIETY, ANS, IAS, Nuclear Propulsion Conference, U.S. Naval Postgraduate School, Monterey, Calif. Contact ARS, 500 Fifth Ave., New York 36, N. Y.

21-24 INSTITUTE OF RADIO ENGINEERS, Western Electronics Show and Conference (WESCON), Sports Arena, Los Angeles, Calif.

26-30 AMERICAN INSTITUTE OF BIOLOGICAL SCIENCES, Annual Meeting, Corvallis, Ore. Contact Dr. John R. Olive, Assistant Executive Director, 2000 P. St., N.W., Washington 6, D. C.

27-29 U.S. AIR FORCE AND AEROSPACE CORPORATION, 1962 Symposium on Ballistic Missile and Space Technology, Statler Hilton Hotel, Los Angeles, Calif.

27-29 AMERICAN PHYSICAL SOCIETY, 1962 Summer Meeting, Univ. of Washington, Seattle, Wash.

27-30 AMERICAN METEORLOGICAL SOCIETY, WITH PACIFIC DIVISION, AAAS, Corvallis, Ore. Contact AMS, 45 Beason St., Boston 8, Mass.

27-Sept. 1 INTERNATIONAL FEDERATION OF INFORMATION PROCESSING CONGRESS (IFIP Congress 62), Munich, Germany.

28-31 ASSOCIATION FOR COMPUTING MACHINERY, National Meeting. Syracuse, N.Y. Contact Association for Computing Machinery, 2 East 63rd St., New York 21, N. Y.

SEPT.

9-14 AMERICAN CHEMICAL SOCIETY, 142nd National Meeting, Atlantic City, N.J.

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1961-1962 PROGRAM REVIEW

-- Marion M. Smith, Program Chairman

September 21. A get-acquainted meeting. Dinner and meeting at the Iron Duke. Libraries visited: Asia Foundation, Crown Zellerbach, Mechanics Institute, San Francisco Public Business Branch, Standard Oil of California, and Wells-Fargo.

October 11. Miss Alberta L. Brown presented results of the Survey of Translation Activities in the U.S. A dinner meeting at the Canterbury Hotel.

November 4. Annual joint meeting with San Diego and Southern California SLA Chapters. University of California, Berkeley. Barbara Ivantcho, program chairman for this joint meeting. Speakers:

Dr. Sydney M. Lamb, Director, U.C. Machine Translation Project, reviewed the state-of-the-art of machine translation and the work in progress at U.C.

Dr. P. Mogar and Mr. Harry Pfeiffer, Varian Associates, discussed the status of Automated Learning.

Mr. Roy Holleman, University of Southern California, School of Library Science, spoke after the luncheon at the U.C. Faculty Club. Mr. Holleman reported on the meeting of the SLA Executive Board.

December 7. Christmas Party at the Navy Officers' Club Hunters Point, as guests of Russell Shank. A delightful "first" for the Chapter.

February 15. Dinner at Stanford University Union. Meeting held in the Rare Book Room of Stanford Library, where an exhibit "What Makes a Book Rare" was on display. Dr. Raynard Swank, Director of Stanford University Libraries, discussed National Documentation Centers in the Developing Countries of the World, and the USSR Institute of Scientific Information.

March 14. A joint meeting with American Documentation Institute chapter at Caesar's, San Francisco. Ken Carroll and Russell Shank, co-chairmen. Topics: Computer Applications to Library Operations--A Working Example, Kenneth Carroll. Man-Machine Relationships in Future Cataloging, Dr. I. A. Warheit.

April 11. "What Does Management Expect from a Special Library?" a panel discussion following a dinner meeting at the Sea Wolf, Oakland. Speakers: Dr. Clauss Goetzel, Senior Scientist, Research Laboratories, Lockheed Missiles & Space Co., Miss Isabella Frost, Librarian, Safeway Stores, and Mr. Coit Coolidge, Librarian, Richmond Public Library. Miss Griffin, program chairman.

May 17. "Science Fiction" - The writer's viewpoint was presented by Reginal Bretnor, writer and critic; the scientist's viewpoint was presented by Dr. Vincent Salmon, Manager, Sonics Section, Stanford Research Institute. The meeting was held at SRI and was preceeded by a tour of their new library and coffee klatch held on the library patio. Program Chairman and host, Lorraine Pratt; Master of Ceremonies, Theodore Yerke.

HOSPITALITY COMMITTEE

--Marilyn Johnson, Chairman

The Hospitality Committee would like to recommend that the Chapter Christmas Party, a most successful innovation this year, be an annual event under the auspices of the Committee.

Thanks are extended to the Standard Oil of California, Stanford Research Institute, and Shell Development Company for their handling of reservations. The hard work of two committee members, Yumi Lee and Jack Goldmann, was greatly appreciated.

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DONATIONS TO SLA SCHOLARSHIP AND STUDENT LOAN FUND

The H. W. Wilson Foundation, Inc., and educational and charitable foundation established by the late Mr. and Mrs. H. W. Wilson, has, for the third consecutive year, presented $2,000 to the Special Libraries Association's Scholarship and Student Loan Fund. In expressing his thanks to Howard Haycraft, President of the Foundation, SLA President Eugene B. Jackson, commented: "Scholarships form an excellent recruiting tool and are necessary adjuncts to the educational programs in today's world. SLA's participation in this educational effort is made more meaningful by your generous contribution."

The SLA Student Loan Fund was set up in 1938, largely through the efforts of the late Rose Boots, formerly Chief Librarian, McGraw-Hill Publishing Company. Fifteen years later Miss Boots again became Chairman of the Student Loan Fund Committee and raised enough money to expand the Fund so that it could grant scholarships as well as loans. Since 1955 twenty-seven scholarships and twenty loans totaling $31,325 have been given to students earning graduate degrees at accredited library schools. The winners of three more $1,000 scholarships and one $500 Eleanor S. Cavanaugh Scholarship will be announced at the Association's forthcoming Convention in Washington, D.C., May 27-31.

The Scholarship and Student Loan Fund is supported entirely by contributions from companies, SLA Chapters and Divisions and individuals interested in encouraging the education of special librarians. Outstanding donations during recent months include: Time, Inc.; Atlas Chemical Industries, Inc.; Pharmaceutical Section, Southern California Chapter; E. I. du Pont de Nemours & Company and the Cincinnati Chapter.

DUPLICATE EXCHANGE COMMITTEE 1961-1962

In September, 1961, eleven exchange lists were mailed to 30 libraries. In April, 1962, 10 lists were mailed to 20 libraries. Postage costs totaled $10. Miss Yumi Lee assisted in the assembling and mailing.

--Caroline M. Liebrenz, Chairman

HAVE YOU READ THE NEW SPECIAL LIBRARY RECRUITMENT BROCHURE?

"What is a Special Librarian?" is the title of a new, eight page brochure published by Special Libraries Association to inform high school students about the opportunities, educational requirements and varieties of work available in special library careers. A unique feature of the booklet is the form on the back cover on which students can indicate their subject interest, a request for further information or a desire to visit a special library. This detachable form need only be stamped and returned to SLA Headquarters, which will then send appropriate information or forward requests for visits to the Recruitment Committee of the SLA Chapter nearest an inquirer's home. It is anticipated that this device will enable special librarians in the United States and Canada to establish direct contacts with students and that library visits and personal discussions will strengthen their interest in and knowledge of the profession.

The brochure was prepared by the Chairman of the Association's Recruitment Committee, Herbert S. White, Manager, Engineering Library, IBM Corporation, Kingston, New York, and is attractively illustrated with red and black drawings.

Copies of the pamphlet are available from Special Libraries Association at 31 East 10th Street, New York 3. Up to 50 copies will be sent without charge to guidance counselors, SLA members and others concerned with library recruitment. The rates for bulk orders are: 51-250 copies, 5¢ each; 251 plus copies, 3¢ each.

The Association has also recently issued eight "Data Sheets," one page outlines of the scope, location, salaries and educational requirements for work in specific types of special libraries. Other recruitment items include "Putting Knowledge to Work," "Make Your Career in a Special Library" and "The Training of a Chemical Librarian." [Editor's note: Those who have not seen and reviewed this brochure should do so. It is an attractive, well-planned publication that should be very effective--our plaudits to Herb White.]

# # # # # #

1961-62 RECRUITING ACTIVITIES

--Elizabeth B. Roth

Posters, notices and specific invitations to Chapter meetings were sent to the University of California, School of Librarianship. The School posts the Chapter Bulletin regularly. The U.C. Radiation Laboratory Librarian distributed 25 copies of the new SLA recruitment bulletin: WHAT IS A SPECIAL LIBRARIAN?, and additional distribution to the U. C. School of Librarianship was made on April 9. Distribution of the brochure to the School's own Library, the Dean and the faculty, and U.C. vocational guidance counseling office was accompanied by appropriate letters. WHAT IS A SPECIAL LIBRARIAN will be distributed, with accompanying letters, to all Bay Area college vocational guidance offices and high school guidance offices and high school guidance counselors. Several high school and college undergraduate students interested in special librarianship have been steered by Chapter members to the Recruiting Committee Chairman for descriptions of our work.

In response to Committee requests, nine libraries invited U.C. library students to visit their installations for an intensive exposure to special libraries and luncheon. The libraries responding to the Committee's call for participation in this special day (May 9) to acquaint interested students with the challenge of special library work were:

1961-62 RECRUITING ACTIVITIES (CONT'D)

Bechtel Corporation (2 students)
California Medical Association (2)
Federal Reserve Bank of San Francisco (2)
Langley Proter Neuropsychiatric Institute (2)
Pillsbury, Madison & Sutro (2)
Shell Development Company (2)
Standard Oil Company of California (4)
U.S. Forest Service & Stauffer Chemical Co. (combined tour/visit) (5)
U.C. Institute of Transportation & Traffic Engineers (4)
Safeway Stores, Inc. (20) - for coffee klatch & tour on May 16.

The number of member libraries responding was smaller than we would have liked; however, the enthusiasm expressed by both the host librarians and the visiting students is rewarding. The caliber of students, their eagerness, and well-directed questions made the day mutually refreshing stimulant, and accents the loss of those who were unable or dealy in sharing in this activity. May more of you share in this type of activity when it is offered again...you will then know why some of us are so enthusiastic.

ANNUAL REPORT OF THE SECRETARY

1961 - 1962

The activities of the Chapter during the past year refute completely the legend of the post-Convention slump of the Host city. An average of more than seventy members and guests attended the general meetings, eight in all. Among the "firsts" for the year were the Christmas party - entirely social - and the joint meeting with the ADI.

To plan and coordinate the year's programs, the Advisory Council met three times, and the Executive Board five.

The membership file was kept up-to-date, and used as the checklist for voting eligibility. At the end of the year the Chapter had a total of 253 members.

--Marie Grace Abbruzzese
Secretary

DID YOU READ — — Chapter Members in Print

The Library of Tomorrow, by Marjorie Griffin. "The Library of Tomorrow" was published in the proceedings of the 8th Annual Conference of the Society of Technical Writers and Publishers, and also in LIBRARY JOURNAL v. 87, p. 1555-57, April 15, 1962.

"Interlibrary Loan Analysis: Diagnostic for Scientific Serials Backfile Acquisitions", by Eugene E. Graziano. SPECIAL LIBRARIES v. 53, p. 251-257, May-June, 1962.





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